
REGULAR BOARD MEETING PACKET



BOARD OF COMMISSIONERS

Board Chair –Tom Herrin, Secretary – Kim Olive,
Commissioner – Craig Coppock, Commissioner – Wes McMahan &
Commissioner-Laura Richardson

March 30, 2022 @ 3:30 PM

Join Zoom Meeting: <https://myarborhealth.zoom.us/j/86367233822>

Meeting ID: 863 6723 3822

One tap mobile: +12532158782,,86367233822#

Dial: +1 253 215 8782

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Old Business

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Superintendent Report





**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING
March 30, 2022 at 3:30 p.m.
ZOOM**

<https://myarborhealth.zoom.us/j/86367233822>

Meeting ID: 863 6723 3822

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Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	PAGE	TIME
Call to Order		
Roll Call		
Reading of the Mission & Vision Statement		3:30 pm
Approval or Amendment of Agenda		
Conflicts of Interest		
Comments and Remarks		3:35 pm
<ul style="list-style-type: none"> • Commissioners • Audience 		
Executive Session-RCW 70.41.200 & RCW 70.41.205		3:40 pm
<ul style="list-style-type: none"> • Medical Privileging-Medical Staff Coordinator Cramer (5 minutes) • Quality Improvement Oversight Report-Commissioner Coppock & Sara Williamson (5 minutes) 	5	
Department Spotlight		3:50 pm
<ul style="list-style-type: none"> • <i>Marketing/Communications</i> 	6	
Board Committee Reports		
<ul style="list-style-type: none"> • Hospital Foundation Report-Committee Chair-Commissioner Richardson 	16	4:00 pm
<ul style="list-style-type: none"> • Finance Committee Report-Committee Chair-Commissioner McMahan 	18	4:05 pm
Consent Agenda (Action)		4:15 pm
<ul style="list-style-type: none"> • Approval of Minutes: <ul style="list-style-type: none"> ○ <i>February 21, 2022, Special Board Meeting</i> ○ <i>February 23, 2022, Regular Board Meeting</i> ○ <i>March 9, 2022, QIO Committee Meeting</i> ○ <i>March 16, 2022, Finance Committee Meeting</i> ○ <i>March 21, 2022, Special Board Meeting</i> 	23 26 33 37 41	
<ul style="list-style-type: none"> • Warrants & EFTs in the amount of \$3,914,787.84 dated February 2022 	44	
<ul style="list-style-type: none"> • Resolution 22-10-Appointing DNV Accreditation-Antimicrobial Stewardship Program Manager <ul style="list-style-type: none"> ○ <i>To appoint the Antimicrobial Stewardship Program Manager.</i> 	46	

<ul style="list-style-type: none"> • Resolution 22-11-Approving the NW Momentum Accountable Care Organization (ACO)-Year 2 Escrow Funding <ul style="list-style-type: none"> ○ <i>To approve the escrow funding for the NW Momentum ACO from operating cash.</i> 	48	
<ul style="list-style-type: none"> • Resolution 22-12-Declaring to Surplus or Dispose of Certain Property <ul style="list-style-type: none"> ○ <i>To approve liquidation of items beyond their useful life.</i> 	51	
<ul style="list-style-type: none"> • Approve Documents Pending Board Approval and Ratification 03.30.22 <ul style="list-style-type: none"> ○ <i>To provide board oversight for document management in Lucidoc.</i> 	53	
Old Business		
<ul style="list-style-type: none"> • Resolution 22-13-Adopting the 2022 Compliance Workplan (<i>Action</i>) <ul style="list-style-type: none"> ○ <i>To adopt the 2022 Compliance Workplan.</i> 	56	4:20 pm
<ul style="list-style-type: none"> • Redistricting Discussion <ul style="list-style-type: none"> ○ <i>To determine if we are going to retain commissioner subdistricts.</i> 		4:30 pm
<ul style="list-style-type: none"> • Incident Command Update <ul style="list-style-type: none"> ○ <i>CNO/CQO Williamson will provide a verbal COVID 19 update, which will include Proclamation updates.</i> 		4:45 pm
<ul style="list-style-type: none"> • PDC Filing Reminder <ul style="list-style-type: none"> ○ <i>To complete prior to April 1, 2022.</i> 		4:50 pm
Break		4:55 pm
New Business		
<ul style="list-style-type: none"> • Bond & Levy Discussion <ul style="list-style-type: none"> ○ Resolution 22-14-Approving to engage Bond Counsel & Financial Consultant (<i>Action</i>) <ul style="list-style-type: none"> ▪ <i>To approve engaging bond counsel and a financial consultant.</i> 	62	5:00 pm
<ul style="list-style-type: none"> • Resolution 22-15-Approving Budget Amendment-Cerner (EHR) Transition to WA Domain (<i>Action</i>) <ul style="list-style-type: none"> ○ <i>To approve amending the 2022 budget by approving the transition to Cerner's WA Domain.</i> 	64	5:15 pm
Superintendent Report	70	5:25 pm
Meeting Summary & Evaluation		5:40 pm
Next Board Meeting Dates and Times		
<ul style="list-style-type: none"> • Special Board Meeting-April 18, 2022 @ 3:30 PM (ZOOM) • Regular Board Meeting-April 27, 2022 @ 3:30 PM (ZOOM) 		
Next Committee Meeting Dates and Times		
<ul style="list-style-type: none"> • Finance Committee Meeting-April 20, 2022 @ 12:00 PM (ZOOM) 		
Adjournment		5:45 pm



MEDICAL STAFF PRIVILEGING

The below providers are requesting appointment to the Arbor Health Medical Staff. All files have been reviewed for Quality Data, active state license, any malpractice claims, current liability insurance, peer references, all hospital affiliations, work history, National Practitioner Data Bank reports, sanctions reports, Department of Health complaints, Washington State Patrol background check and have been reviewed by the credentialing and medical executive committees including the starred items below. The credentialing and medical executive committees have recommended the following for approval.

INITIAL APPOINTMENTS-1

Radiology Consulting Privileges

- Ryan Frederiksen, MD (Radia Inc.)

REAPPOINTMENTS-11

Radiology Consulting Privileges

- James Bell, MD (Radia)
- Lawrence Bennett, MD (Radia)
- Keith Bernstein, MD (Radia)
- Samuel Boyton, MD (Radia)
- William Brinkman, MD (Radia)
- Alan Chan, MD (Radia)
- Sean Conus, MD (Radia)

Telestroke/Neurology Consulting Privileges

- Sergey Akopov, MD (Providence Health & Services)
- George Lopez, MD (Providence Health & Services)
- Ruth Treat, MD (Providence Health & Services)
- Hanbing Wang, MD (Providence Health & Services)

⊛-notates files with items to note.

Marketing & Communications



We speak Super Hero, fluently
We're Kid Friendly & Kid Focused

Each of our clinics has providers who are fluent in a multitudes of kid-speak.

Call for an appointment for a checkup.

Morton Clinic: 360.496.5145
Mossyrock Clinic: 360.983.8990
Randle Clinic: 360.497.3333

Arbor Health
MyArborHealth.org



Arbor Health

News Release
FOR IMMEDIATE RELEASE:
March 15, 2021

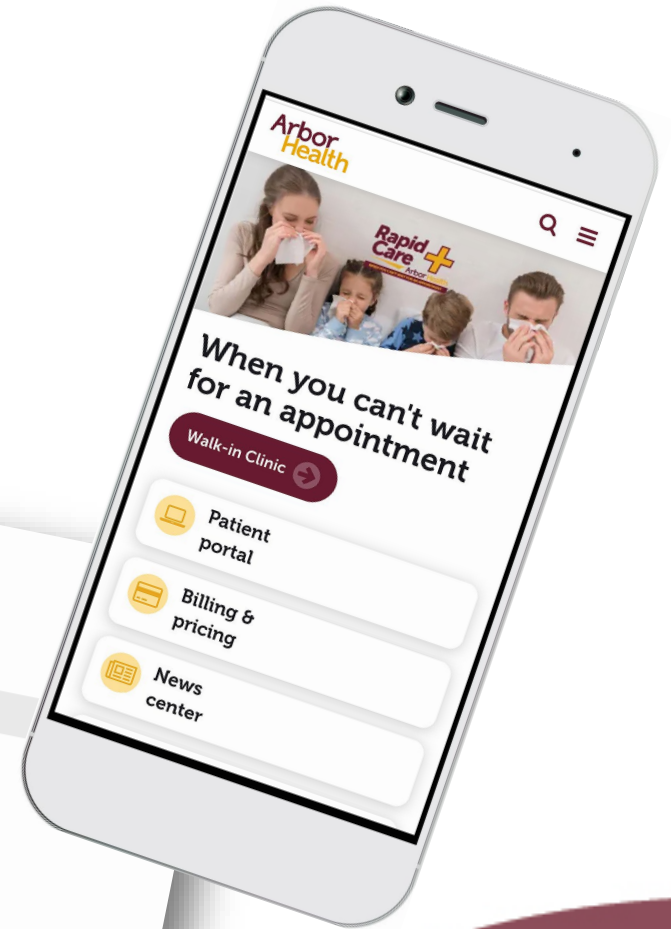
FOR MORE INFORMATION:
Diane Markham,
Public Information Officer

(360) 870-6747
dmarkham@MyArborHealth.org

ARBOR HEALTH RELAXES VISITOR RESTRICTIONS

MORTON, Wash. —Arbor Health—Morton Hospital and its three primary care clinics—Randle Clinic, Morton Clinic and Mossyrock Clinic—have eased up on the visitor restrictions put into place during the COVID-19 Delta variant. While the health system has not returned to pre-pandemic policies, the restrictions have been lessened.

(Exceptions to the following may be permitted at all locations for sensitive scenarios such as minor patients, end-of-life situations, or other special circumstances at the medical provider's discretion.)



Arbor Health

Rapid Care+

When you can't wait for an appointment

Walk-in Clinic

Patient portal

Billing & pricing

News center



Arbor Health



Advancing the Arbor Health *vision and mission*

Free Admission Free Lunch
Huge Prizes! Games
Win!
AT THE ARBOR HEALTH
RHC Youth Fair

- When: Saturday, June 12th, 2021
- Where: Morton Elementary School Play Shed
- Who: All youth who reside in East Lewis County 12-19 years old
- Time: 11:00 AM-3:00 PM
- Cost: FREE!!
- Why: Great prizes, fun, laughter and resources
- Sponsored by: Arbor Health and The Department of Health

Arbor Health
MORTON HOSPITAL

COMMUNITY
SEPTEMBER 6TH THRU 11TH

MONDAY, SEPT. 6TH, 6 P.M.*
Knees and Skis
By Amy Ballard, DPT

MONDAY, SEPT. 6TH, 6:45 P.
Substance Use Disorder
By Eugenia Carter Staff

TUESDAY, SEPT. 7TH, 6 P.M.*
Exercise and Aging
By Bryan Gettys, DPT

WELLNESS
SATURDAY, SEPTEMBER 11TH, 9A.M. - NOON
WIDE VARIETY OF EXHIBITORS.
WATCH OUR WEBSITE FOR LIST.

For more information go to MyArborHealth.org or call 360.496.3610

521 Adams Ave., Morton | 360.496.5112
MyArborHealth.org

DOOR PRIZES!

EMERGENCY DEPARTMENT
CERTIFIED ACUTE STROKE READY
Center of Excellence

This achievement

- Achieving na
- Continual in
- Promotion o
- Stimulate qu
- performance
- Improve inte
- Show our op
- continuousl
- Empower qu
- through out

Public Education and Mindshare



Arbor
Health

Communication Avenues



Traditional Media Sources

4 news publications

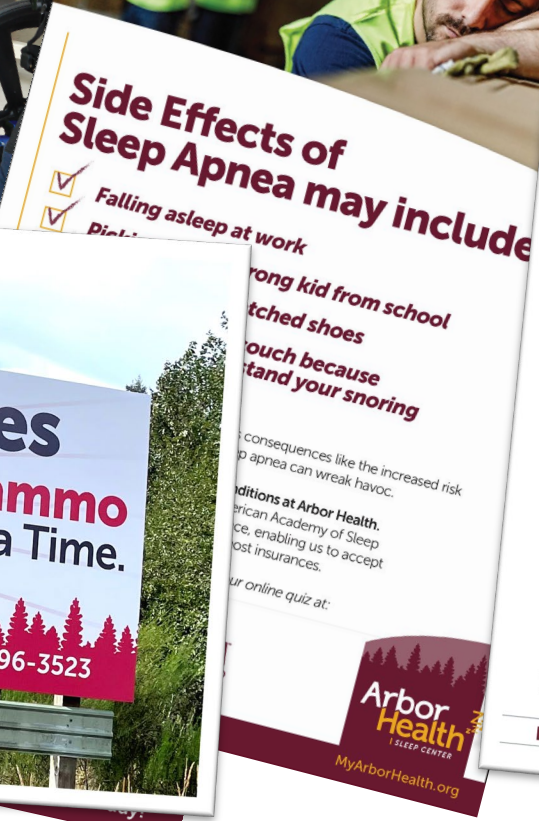
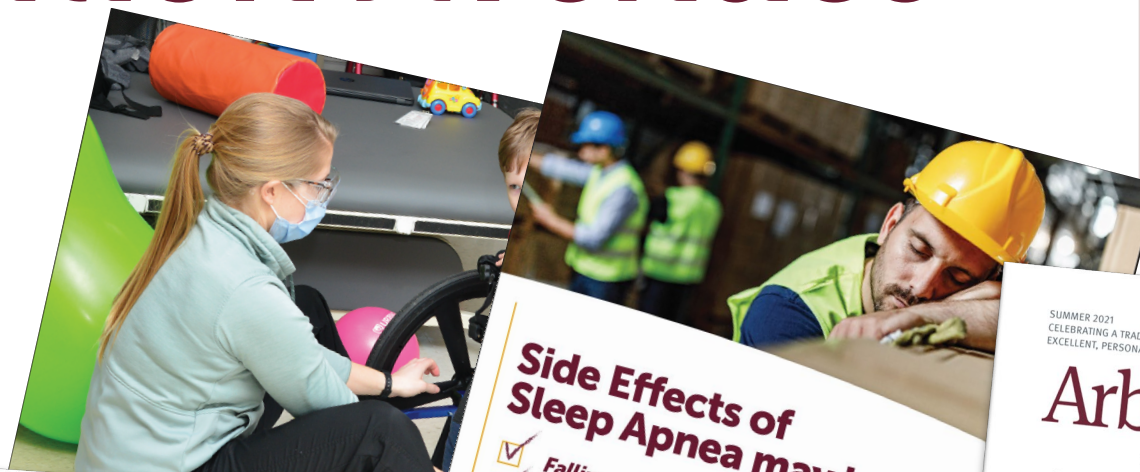
Arbor Health & Life publication

2 Online news publications

2 Radio Stations

5 Billboards

Direct mail



Communication Avenues



Digital Communications

MyArborHealth.org website

- E-Newsletters
- Medical Library

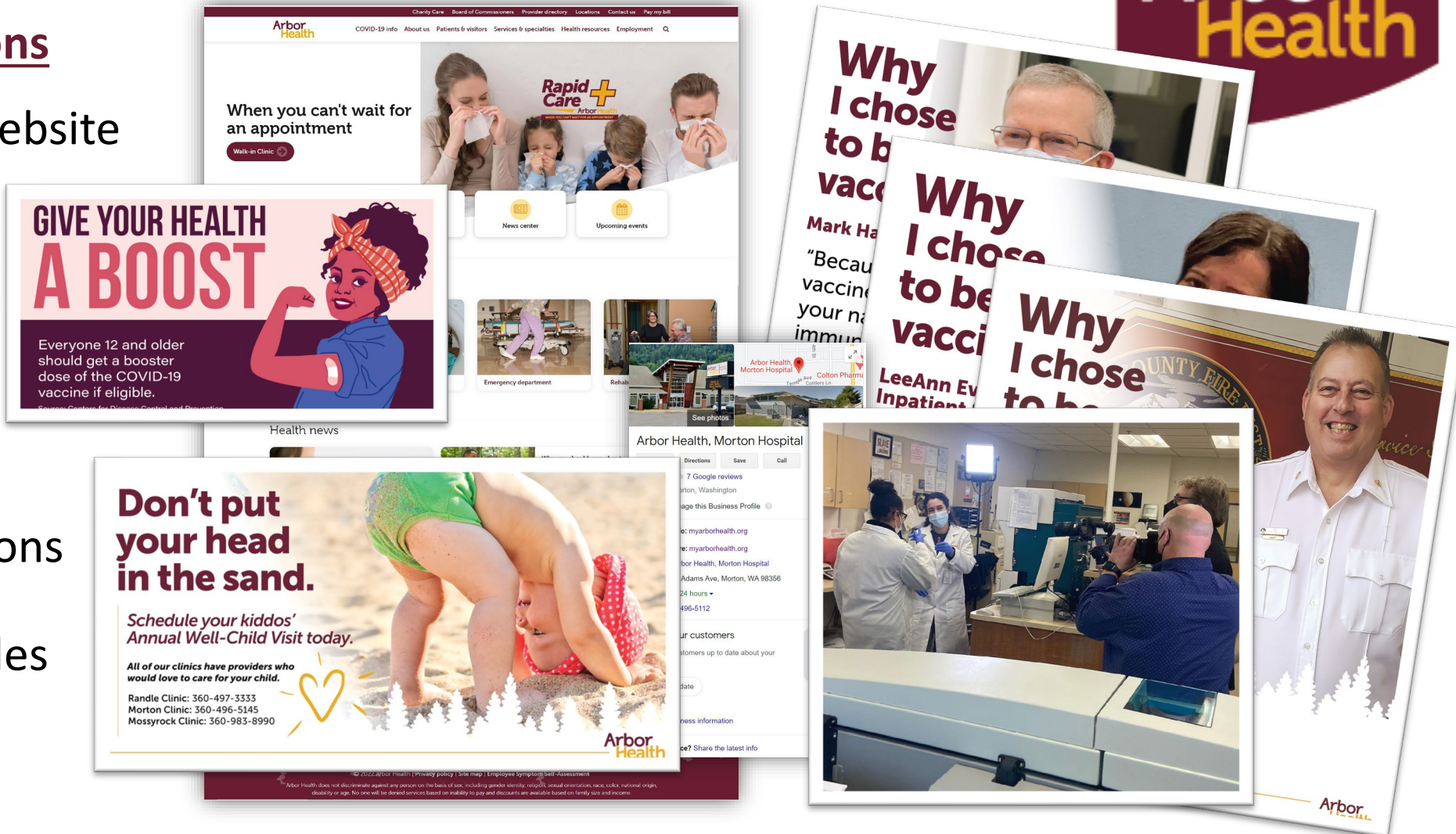
Social Media

- Facebook
- Instagram
- LinkedIn

Online news publications

Google Business Profiles

Video Productions



Communication Avenues

On-site and Internal Marketing

Signage

Posters

Digital Displays

Arbor Health Happenings

All Printed Materials



Communication Avenues

Additional Avenues

Centralia College
Arbor Health Education Center

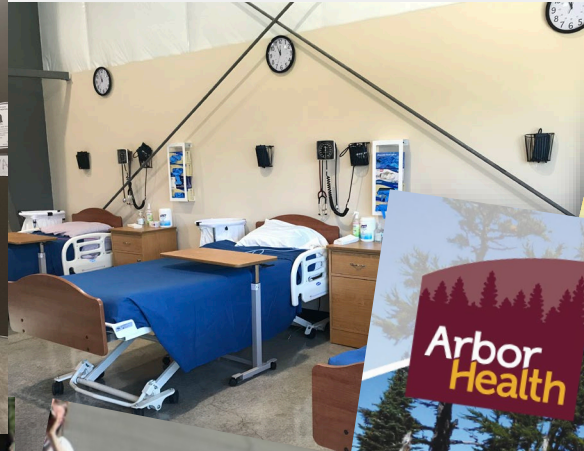
SW Washington Fair
handwashing stations

Packwood Mountain
Festival Fun Run

Mossyrock Festivals

New Mover Cards

Youth sports



Marketing Resources Allocation

Tier 1, 60% of our resources:

Service lines with timely focus or service lines that we have competitive advantage.

Tier 2, 30% of our resources:

Profitability—services that make a significant impact on our bottom line.

Tier 3, 10% of our resources:

Service lines that provide downstream revenue or areas of future opportunity.



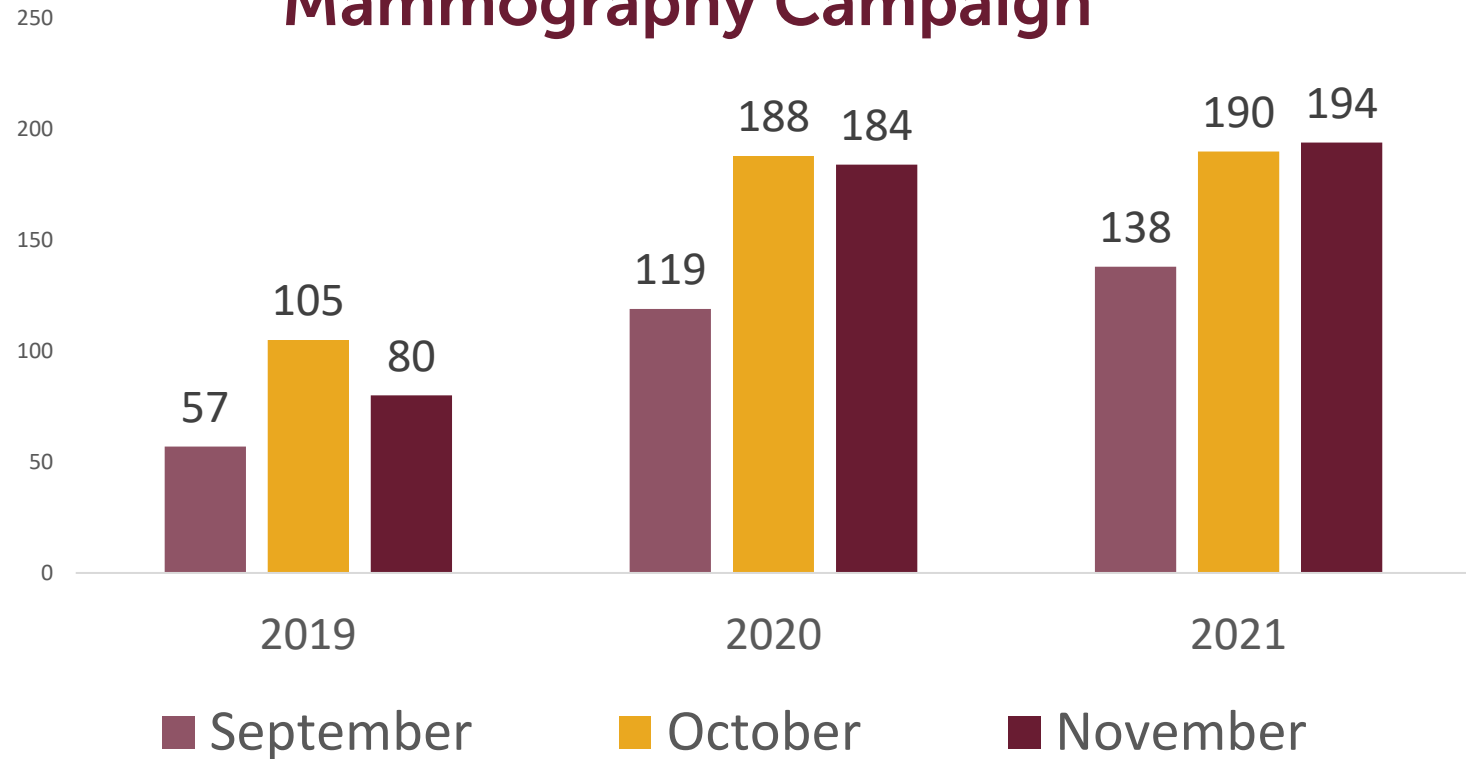
2022 Marketing Plan	Print Ads	Social Media	Health & Life pub.	Lewis Talk Article	Billboards	Radio	Digital	Internal	Direct Mail	Letters
Service Line Promotions / Initiatives										
Tier 1										
Primary Care										
Primary Care-with emphasis on new physician, Famiola Puga, MD --Introduce new doctor to the community through media (and community events in non-COVID conditions). <i>Tactics: Print ads, digital pay-per click ads, social media (organic posts and paid ads), internal marketing, Health & Life</i>	PUGA 2-May, 3-June, 4 July Primary 2-May, 1 June	May, June, July, Aug	May, Sept, Nov	July		June (primary care--get ready for school)	June & July	June (Primary Care)	July	
Heart Month --Utilize the national publicity on "Heart Health" in February to promote our primary care providers. <i>Tactics: Print ads, Social Media</i>	2-Feb	February								
Annual/intro Medicare visits --Encourage Medicare patients to schedule their initial and, then, annual visit. <i>Tactics: Health & Life article, snail mail letters to Medicare patients, educate the physicians</i>	2-Apr	April	May					May	March	
New Specialists, Clinics and Service Lines										
Rapid Care Clinic --Introduce new service to the community, initially through media sources but to focus on digital search as well as inclusion of Rapid Care graphic in other marketing endeavors	2-Feb, 4 March	Feb, March	May, Sept, Nov			Feb, March	March, April	March	When running 4 days	
Packwood Clinic --Arbor Health plans to open a new primary care clinic in Packwood in 2022. When this occurs, we will activate marketing efforts										
Orthopedic and Podiatry surgery. Continued focus on new doctors/service lines to the community. <i>Tactics: Print ads, billboards, digital pay-per click ads, SEO, social media (organic posts and paid ads), internal marketing</i>	April, May	April, May	May, Sept	Peresko-February Williams-March	April-June (featuring all surgeons)	April, May	April, May	April, May	?	
Transitional Care Rehab (Swing Bed)										
Educate community on availability of TCR and the advantages over out-of-town skilled nursing facility. <i>Tactics: Print ads, billboards, direct mail, digital pay-per click ads, social media (organic posts and paid ads), radio, internal marketing, Health & Life. Marketing video production and promotion.</i>	4-Jan Partnered with Rehab in Nov & Dec	January, Nov, Dec	Nov	?	Jan-March	Jan, Dec	Nov, Dec	January	?	
Tier 2										
Rehabilitation Services PT/OT/Speech/Stroke specialty										
Educate community on services available at Arbor Health -- <i>Tactics: Print ads, billboards, direct mail, digital pay-per click ads, social media (organic posts and paid ads), radio, internal marketing</i>	Partnered with Transitional Care in Nov & Dec	Nov, Dec	May, Nov	?		Nov, Dec	Nov, Dec	Nov, Dec	Nov	
Breast Health										
Breast Health Campaign - Promote early cancer detection through 3-D digital mammogram										

Measurements

Mammography was always a part of our marketing effort, but we seriously kicked up our mammography campaign in September and October 2020 and then repeated the same effort in 2021.



Mammography Campaign



Three-month combined revenue

<u>2019</u>	<u>2020</u>	<u>2021</u>
\$96,762	\$167,836	\$176,983

BOARD COMMITTEE REPORTS

**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
Arbor Health Foundation Meeting
March 8, 2022,
In person/ZOOM**

Mission Statement

To raise funds and provide services that will support the viability and long-term goals of the Lewis County Hospital District No. 1. This includes, but is not limited to, taking a leadership role in maintaining and improving community pride and confidence in all aspects of the hospital's health care system.

Attendance: Marc Fisher, Caro Johnson, Linda Herrin, Jeannine Walker, Jessica Scogin, Lynn Bishop, Laura Richardson, Julie Taylor, Katelin Forrest, Martha Wright, Julie Taylor

Excused: Betty Jurey, Ali Draper

Guest: Shannon Kelly

Call to Order by President Marc Fisher at 12:05

The president read the mission statement

February 2022 treasurer report were approved. Caro Johnson/Jeannine Walker
February 2022 minutes were approved. Jeannine Walker/Linda Herrin

Guest Speaker Sara Williamson

She informed the Board about Diversion, which at times requires that ambulances be diverted to other facilities. The hospital ER has one trauma room and four treatment rooms. The ER staff includes one RN, one technician and one doctor. When the ER can't be fully staffed or equipment is down, it is normal for ambulances to be diverted to other facilities. 4th Quarter of 2021 the hospital had 97 hours of diversion. A suicidal or mental health patient requires a full-time staff member to be present and can leave the ER short staffed. Sara also reported that Adventure Medics were doing most of the transports from the hospital.

Administrators Report-Julie Taylor

Julie reported that the Rapid Care Clinic has been busy and has received good feedback. This past Saturday the clinic saw 12 patients and was able to relieve the strain on the ER. The hospital is looking at opening the gift shop and cafeteria at some point in the future.

Directors Report: -Jessica Scogin

The Mommy shower is now being called the New Parent Fair and will be held at the grade school gym March 26, 2022. The fire department will be there to demonstrate infant CPR and the police department will show how to install car seats. Jamie Fleming will be doing crafts and Amanda Seal will be taking pictures. A representative from Centralia College may be there to take about classes that can benefit young mothers. There will be a Parents as Teachers presentation and Paula Baker will be providing food. There will be door prizes for new parents which will allow us to collect email addresses. Free diapers will be given away and Sandra Zacher will be making prizes to give away. Each family present will receive a gift bag. The hospital will be doing the marketing for this project and Dr. Acosta will be there to answer questions.

FOMP will be doing a Spring Bazaar March 31 and April 1, 2022 and Jessica asked for volunteers to man the booth of sales items from the gift shop. Marc and Jeannine have agreed to man the booth.

The Ladies Brunch will be held in May and volunteers are still needed for the gift shop. The gift shop may open to the public at some point in the future.

Old Business: none

New Business:

Conflict of interest and discrimination forms still need to be returned by a few members.

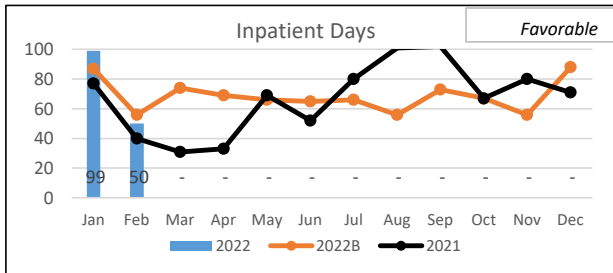
Ali Draper has resigned as President and Marc Fisher has been named president.

Meeting adjourned 12:45

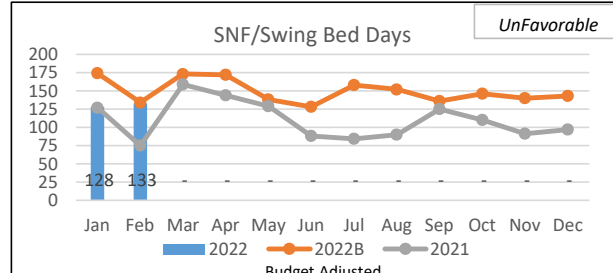
Lewis County Hospital District No. 1 Board Financial Summary

February 28, 2022

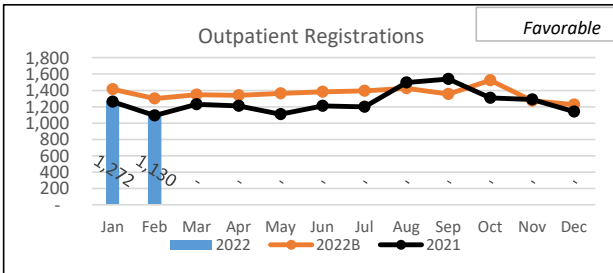
Growth



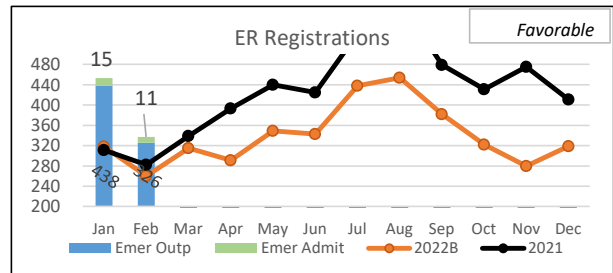
YTD: 149 Budget: 143 Pr Yr: 117



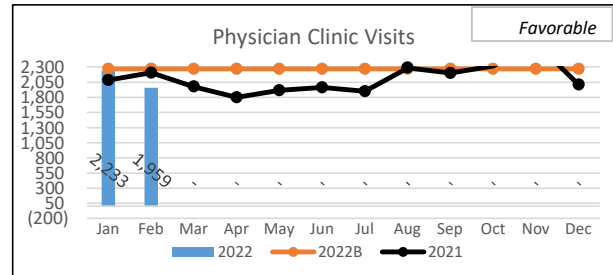
YTD: 261 Budget: 308 Pr Yr: 202



YTD: 2,402 Bud: 2,715 Pr Yr: 2,355

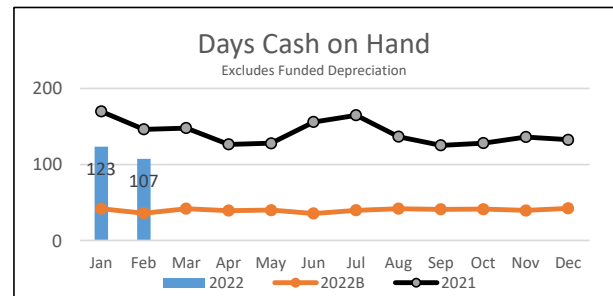
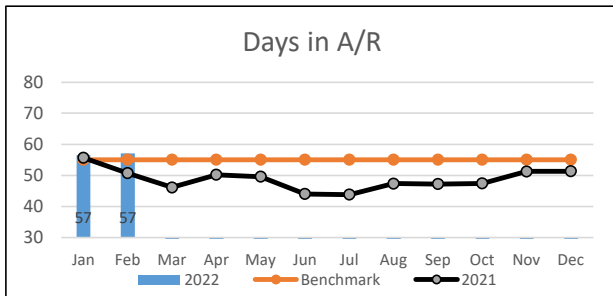
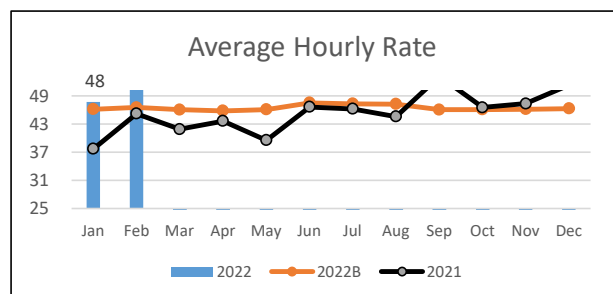
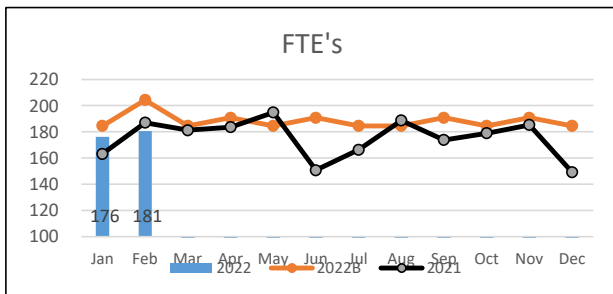


YTD: 764 Bud: 578 Pr Yr: 593



YTD: 4,192 Bud: 4,542 Pr Yr: 4,294

People and Operational Aspects



Lewis County Hospital District No. 1
Income Statement
February, 2022

CURRENT MONTH			MONTH		YEAR TO DATE					
Pr Yr Month	% Var	\$ Var	Budget	Actual		Actual	Budget	\$ Var	% Var	Actual
523,572	-11%	(73,307)	672,223	598,916	Inpatient Revenue	1,636,414	1,459,475	176,939	12%	1,451,290
2,268,477	8%	219,299	2,706,425	2,925,724	Outpatient Revenue	5,863,693	5,909,809	(46,116)	-1%	4,643,473
276,783	-24%	(121,725)	510,381	388,656	Clinic Revenue	773,845	1,006,910	(233,065)	-23%	628,068
3,068,831	1%	24,268	3,889,028	3,913,297	Gross Patient Revenues	8,273,952	8,376,194	(102,242)	-1%	6,722,830
1,070,832	12%	163,163	1,355,580	1,192,417	Contractual Allowances	2,422,153	2,750,057	327,904	12%	2,315,718
32,232	-604%	(15,561)	2,575	18,137	Charity Care	64,769	5,117	(59,652)	-1166%	63,849
64,306	72%	38,074	53,091	15,016	Bad Debt	10,321	107,017	96,696	90%	44,561
1,167,370	13%	185,676	1,411,246	1,225,570	Deductions from Revenue	2,497,243	2,862,191	364,948	13%	2,424,129
1,901,462	8%	209,944	2,477,783	2,687,727	Net Patient Service Rev	5,776,709	5,514,003	262,706	5%	4,298,702
62.0%	-7.8%	-5.0%	63.7%	68.7%	NPSR %	69.8%	65.8%	-4.0%	-6.1%	63.9%
35,506	-32%	(26,527)	81,900	55,373	Other Operating Revenue	136,587	163,801	(27,214)	-17%	158,148
1,936,968	7%	183,417	2,559,683	2,743,100	Net Operating Revenue	5,913,296	5,677,804	235,492	4%	4,456,850
Operating Expenses										
1,455,685	11%	189,698	1,796,857	1,607,159	Salaries & Wages	3,259,461	3,601,316	341,855	9%	2,791,789
353,360	7%	32,516	437,005	404,489	Benefits	819,581	861,567	41,986	5%	732,809
96,749	14%	18,803	138,797	119,995	Professional Fees	197,212	276,882	79,670	29%	225,073
185,488	22%	45,820	207,515	161,696	Supplies	441,119	412,775	(28,343)	-7%	310,540
252,506	9%	35,853	401,664	365,811	Purchase Services	779,599	823,742	44,143	5%	608,506
36,479	13%	5,700	43,869	38,169	Utilities	115,441	88,167	(27,275)	-31%	80,259
19,425	1%	174	22,271	22,096	Insurance	45,328	44,542	(786)	-2%	38,850
31,579	33%	21,686	65,701	44,015	Other Expenses	88,036	137,047	49,011	36%	69,813
2,431,271	11%	350,249	3,113,679	2,763,431	EBDITA Expenses	5,745,777	6,246,038	500,261	8%	4,857,640
(494,304)	-96%	533,666	(553,996)	(20,331)	EBDITA	167,519	(568,234)	735,753	-129%	(400,790)
-25.5%	96.6%	-20.9%	-21.6%	-0.7%	EBDITA %	2.8%	-10.0%	-12.8%	128.3%	-9.0%
Capital Cost										
113,025	1%	646	100,832	100,187	Depreciation	210,514	200,507	(10,007)	-5%	207,852
35,756	2%	566	33,161	32,596	Interest Cost	65,235	66,323	1,088	2%	71,554
2,580,052	11%	351,460	3,247,673	2,896,213	Operating Expenses	6,021,525	6,512,868	491,342	8%	5,137,046
(643,084)	-78%	534,877	(687,990)	(153,113)	Operating Income / (Loss)	(108,230)	(835,064)	726,834	-87%	(680,195)
-33.2%			-26.9%	-5.6%	Operating Margin %	-1.8%	-14.7%			-15.3%
Non Operating Activity										
128,933	10%	14,265	141,132	155,397	Non-Op Revenue	291,623	282,264	9,358	3%	254,934
9,228	-66%	(2,352)	3,566	5,918	Non-Op Expenses	10,539	7,132	(3,407)	-48%	14,698
119,706	9%	11,913	137,566	149,479	Net Non Operating Activity	281,084	275,132	5,952	2%	240,236
(523,379)	-99%	546,790	(550,424)	(3,634)	Net Income / (Loss)	172,854	(559,931)	732,786	-131%	(439,959)
-27.0%			-21.5%	-0.1%	Net Income Margin %	2.9%	-9.9%			-9.9%

Lewis County Public Hospital District No. 1
Balance Sheet
February, 2022

	<u>Current Month</u>	<u>Prior-Month</u>	<u>Prior-Year end</u>	<u>Incr/(Decr) From PrYr</u>
Assets				
Current Assets:				
Cash	\$ 10,707,272	11,637,167	12,295,636	(1,588,364)
Total Accounts Receivable	7,827,686	7,705,229	6,780,509	1,047,177
Reserve Allowances	(3,188,203)	(3,124,675)	(2,675,536)	(512,667)
Net Patient Accounts Receivable	4,639,483	4,580,553	4,104,973	534,510
Taxes Receivable	310,857	181,584	44,337	266,521
Estimated 3rd Party Receivables	56,300	71,277	71,277	(14,977)
Prepaid Expenses	313,789	256,597	299,720	14,069
Inventory	289,443	287,978	283,994	5,449
Funds in Trust	1,603,890	1,593,539	1,593,539	10,350
Other Current Assets	191,518	197,278	192,811	(1,293)
Total Current Assets	18,112,553	18,805,974	18,886,288	(773,735)
Property, Buildings and Equipment	34,744,468	34,736,482	34,687,777	56,692
Less Accumulated Depreciation	(23,395,547)	(23,294,057)	(23,182,426)	(213,121)
Net Property, Plant, & Equipment	11,348,921	11,442,425	11,505,351	(156,429)
Total Assets	\$ 29,461,474	30,248,399	30,391,639	(930,165)
Liabilities				
Current Liabilities:				
Accounts Payable	832,848	942,967	1,637,156	(804,307)
Accrued Payroll and Related Liabilities	1,306,459	1,066,212	925,898	380,560
Accrued Vacation	835,693	788,350	784,018	51,674
Third Party Cost Settlement	4,680,254	5,644,837	5,671,570	(991,316)
Interest Payable	59,286	29,624	(37)	59,323
Current Maturities - Debt	1,544,174	1,544,174	1,544,174	0
Unearned Revenue	2,040,101	2,040,101	1,787,417	252,684
Other Payables	12,187	12,187	12,187	0
Current Liabilities	11,311,001	12,068,452	12,362,383	(1,051,382)
Total Notes Payable	1,340,144	1,364,680	1,389,173	(49,030)
Capital Lease	(0)	(0)	(0)	0
Net Bond Payable	5,026,841	5,028,145	5,029,448	(2,607)
Total Long Term Liabilities	6,366,985	6,392,825	6,418,621	(51,637)
Total Liabilities	17,677,986	18,461,277	18,781,004	(1,103,019)
General Fund Balance	11,577,235	11,577,235	11,577,235	0
Net Gain (Loss)	206,253	209,887	33,399	172,854
Fund Balance	11,783,488	11,787,122	11,610,634	172,854
Total Liabilities And Fund Balance	\$ 29,461,474	30,248,399	30,391,639	(930,165)

**Arbor Health
Cash Flow Statement
For the Month Ending February 2022**

	MTD	YTD
Cash Flows from Operating Activities		
Net Income	(3,634)	206,253
Adjustments to reconcile net income to net cash provided by operating activities		
Decrease/(Increase) in Net Patient Accounts receivable	(58,929)	(534,510)
Decrease/(Increase) in Taxes receivable	(129,274)	(255,651)
Decrease/(Increase) in Est 3rd Party Receivable	14,977	0
Decrease/(Increase) in Prepaid expenses	(57,192)	(14,069)
Decrease/(Increase) in Inventories	(1,465)	(5,449)
Decrease in Other Current Assets	5,760	1,292
Increase/(Decrease) in Accrued payroll liabilities	287,589	432,235
Increase/(Decrease) in 3rd Party cost stlmt liabilities	(964,583)	(991,316)
Increase/(Decrease) in Accounts payable	(110,119)	(539,437)
Increase/(Decrease) in Interest payable	29,662	35,287
Depreciation expense	101,490	213,121
Net Cash Flow from Operations	(885,718)	(1,452,244)
 Cash Flows from Investing Activities		
Cash paid for		
Purchases of Fixed assets	(7,986)	(56,691)
Net Cash Flow from (used) in Investing Activities	(7,986)	(56,691)
 Cash Flows from Financing Activities		
Cash paid for		
Additions to long-term debt	0	0
Principal payments of long-term liabilities	(25,840)	(236,636)
Net Cash Flow from (used) in Financing Activities	(25,840)	(236,636)
 Net Increase (Decrease) in Cash	(919,544)	(1,745,571)
Cash at Beginning of Period	\$ 13,230,706	\$ 14,056,733
Cash at End of Period	\$ 12,311,162	\$ 12,311,162

CONSENT AGENDA



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
SPECIAL BOARD OF COMMISSIONERS' MEETING**

February 21, 2022 at 3:30 p.m.

ZOOM

<https://myarborhealth.zoom.us/j/88234386418>

Meeting ID: 882 3438 6418

One tap mobile: +12532158782,,88234386418#

Dial: +1 253 215 8782

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Board Chair Herrin called the meeting via Zoom to order at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Kim Olive, Secretary <input checked="" type="checkbox"/> Laura Richardson <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Craig Coppock Others present: <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Kurt O'Brien			
Conflicts of Interest	Board Chair Herrin asked the Board to state any conflicts of interest with today's agenda.	None noted.		
Reading of the Notice of the Special Meeting	Board Chair Herrin read the special board meeting notice.			
New Business • Developing a High Functioning & Effective Board	Superintendent Everett introduced Kurt O'Brien from Kurt O'Brien Consulting. Kurt provided educational background and experience to date.			
Break	Board Chair Herrin called for a 5-minute break at 4:36 p.m. The			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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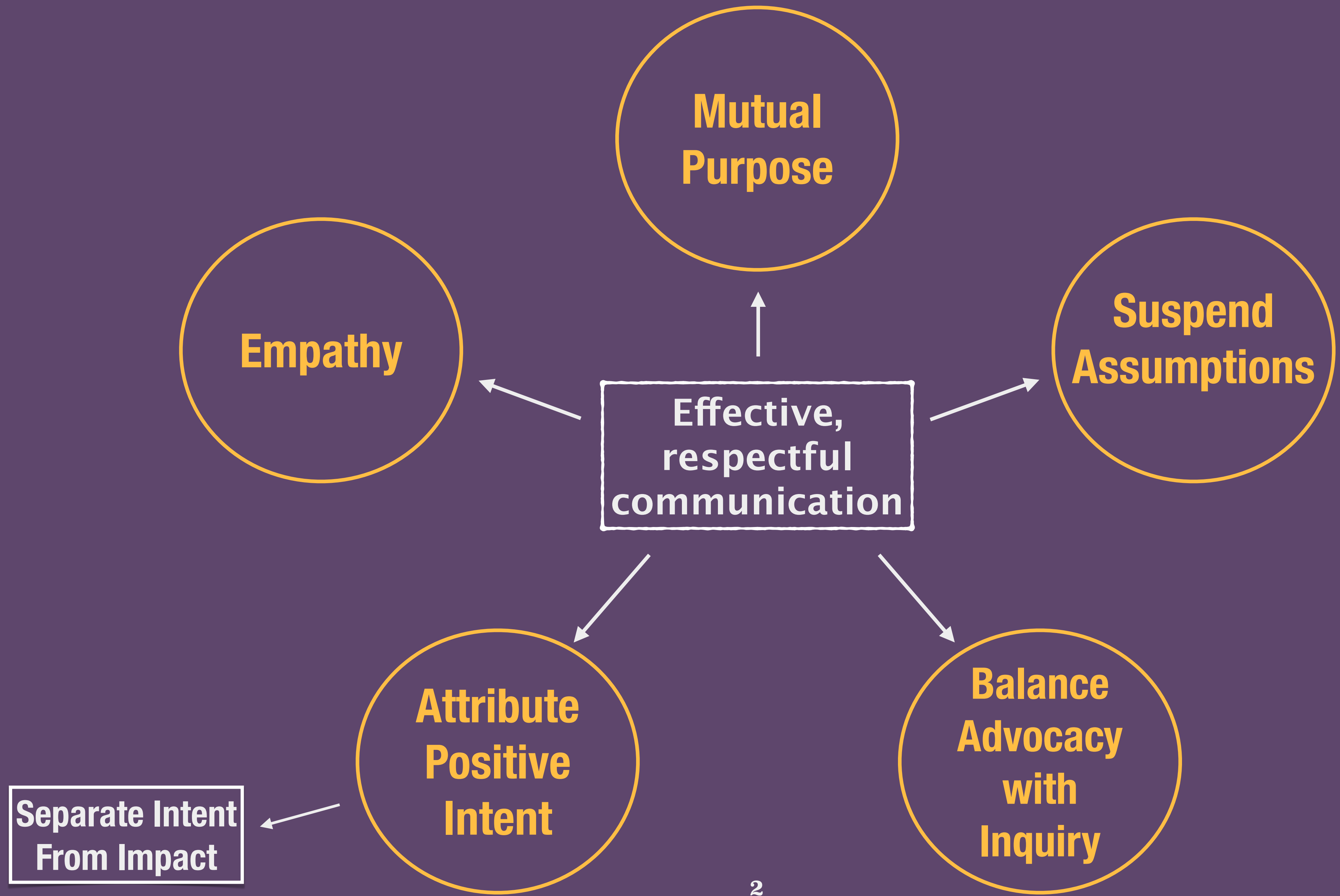
	Board returned to open session at 4:41 p.m.			
<ul style="list-style-type: none"> Developing a High Functioning & Effective Board Continued... 	Kurt provided insight of the purpose of the Board, along with how does the Board work and what does that look like. Kurt tasked the Board to select an area from the handout to focus on.	Review handout and select an area to focus on.	Board of Commissioners	03.21.22 Special Board Meeting
Adjournment	Secretary Olive moved and Commissioner McMahan seconded to adjourned at 5:31 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive, Secretary

Date

DRAFT





**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
REGULAR BOARD OF COMMISSIONERS' MEETING**

February 23, 2022 at 3:30 p.m.

ZOOM

<https://myarborhealth.zoom.us/j/86512740552>

Meeting ID: 865 1274 0552

One tap mobile: +12532158782,,86512740552#

Dial: +1 253 215 8782

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Board Chair Herrin called the meeting to order via Zoom at 3:30 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Kim Olive, Secretary <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Craig Coppock <input checked="" type="checkbox"/> Laura Richardson Others present: <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Jessica Scogin, Foundation Manager <input checked="" type="checkbox"/> Jim Frey, CIO <input checked="" type="checkbox"/> Janice Cramer, Medical Staff Coordinator <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Diane Markham, Marketing & Communications Manager <input checked="" type="checkbox"/> Buddy Rose, Reporter			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<ul style="list-style-type: none"> ☒ Spencer Hargett, Compliance Officer ☒ Shannon Kelly, CHRO ☒ Julie Allen, Quality Data Analyst ☒ Julie Taylor, Ancillary Services Director ☒ Jared Van Kirk, Principal, Foster Garvey PC ☒ Clint Scogin, Controller ☒ Matthew Ellsworth, Executive Director, AWPFD ☒ Dr. Mark Hansen, Chief of Staff <p>Board Chair Herrin noted the chat function has been disabled and the meeting will not be recorded.</p>			
Approval or Amendment of Agenda		Commissioner Coppock made a motion to approve the agenda. Secretary Olive seconded and the motion passed unanimously.		
Conflicts of Interest	Board Chair Herrin asked the Board to state any conflicts of interest with today's agenda.	None noted.		
Comments and Remarks	<p>Commissioners: Secretary Olive thanked the staff of 2021 and those that remain serving Arbor Health in 2022. Commissioner McMahan also expressed appreciation for all staff, as well as thanks to Kurt O'Brien for the education received this week.</p> <p>Audience: Marketing & Communications Manager Markham shared comments received on social media praising the Rapid Care Clinic since it opened this month.</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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<p>Executive Session- RCW 70.41.200, RCW 70.41.205, RCW 42.30.140 (4) & RCW 42.30.110 (g)</p>	<p>Executive Session began at 3:38 p.m. for one hour to discuss RCW 70.41.200, RCW 70.41.205, RCW 42.30.140 (4) & RCW 42.30.110 (g). The Board returned to open session at 3:43 p.m.</p> <p>Board Chair Herrin noted no decisions were made in Executive Session.</p> <p><u>Initial Appointments- Arbor Health</u></p> <ol style="list-style-type: none"> 1. Robert Revels, CRNA (Anesthesia Privileges) <p><u>Radiology Consulting Privileges</u></p> <ol style="list-style-type: none"> 1. Manal Schoellerman, MD (Radiology Privileges) 2. Michael Starkey, MD (Radiology Privileges) <p><u>Telestroke/Neurology Consulting Privileges</u></p> <ol style="list-style-type: none"> 1. Michael Chen, MD (Consulting Telestroke/Neurology Privileges) 2. Wiliam Lou, MD (Consulting Telestroke/Neurology Privileges) <p><u>Reappointments- Radiology Consulting Privileges</u></p> <ol style="list-style-type: none"> 1. David Alexander, MD (Radiology Privileges) 2. Kristine Andrade, MD (Radiology Privileges) 3. David Atkins, MD (Radiology Privileges) 4. Tariq Balawi, MD (Radiology Privileges) 	<p>Commissioner Coppock made a motion to approve the Medical Privileging as presented and Commissioner McMahan seconded. The motion passed unanimously.</p>		
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AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	<p>5. Andrew Bauer, MD (Radiology Privileges)</p> <p><u>Telestroke/Neurology Consulting Privileges</u></p> <p>1. Pratik Bhattacharya, MD (Consulting Telestroke/Neurology Privileges)</p> <p>2. Theodore Lowenkopf, MD (Consulting Telestroke/Neurology Privileges)</p>			
<p>Department Spotlight</p> <ul style="list-style-type: none"> Accounting & Purchasing 	<p>Controller Scogin shared insight into the accounting and purchasing departments.</p>			
<p>Board Committee Reports</p> <ul style="list-style-type: none"> Hospital Foundation Report 	<p>Foundation Manager Scogin shared the Mommy Shower has transformed into the New Parent Fair which will take place in March. The Fund A Need this year will be for EKG Machines for all three clinics and the theme for 2022 will be Queen of Hearts.</p>			
<ul style="list-style-type: none"> Finance Committee Report 	<p>Commissioner McMahan provided updates regarding legislation, letters from DZA to the whole board and supporting approval of Resolution 22-07-an unforgiven portion of the PPP disaster funding, as well as Resolution 22-08 for repurposing the existing bank account from custodial trust to FSA.</p>			
<ul style="list-style-type: none"> Compliance Committee Report 	<p>Commissioner Richardson provided updates regarding completing a 2021 risk assessment and a 2022 compliance workplan is in the works for the March board meeting.</p>			
<p>Consent Agenda</p>	<p>Board Chair Herrin announced the consent agenda items for consideration of approval:</p> <ol style="list-style-type: none"> Approval of Minutes <ol style="list-style-type: none"> January 26, 2022 Regular Board Meeting February 2, 2022 QIO Committee Meeting 	<p>Secretary Olive made a motion to approve the Consent Agenda and Commissioner Coppock seconded. The motion passed unanimously.</p>		02.25.22

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	<ul style="list-style-type: none"> c. February 9, 2022 Compliance Committee Meeting d. February 16, 2022 Finance Committee Meeting <ol style="list-style-type: none"> 2. Warrants & EFT's in the amount of \$4,819,328.12 dated January 2022 3. Resolution 22-07- Approving the Paycheck Protection Plan (PPP) Loan Payoff 4. Resolution 22-08- Approving to Repurpose Existing Custodial Trust Account to FSA Account 5. Approve Documents Pending Board Approval & Ratification 02.23.22 	Minutes, Warrants and Resolutions will be sent for electronic signatures.	Executive Assistant Garcia	
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<p>Old Business</p> <ul style="list-style-type: none"> • Redistricting Discussion 	<p>Superintendent Everett welcomed Matthew Ellsworth, Executive Director with AWPHD. Matthew highlighted the following:</p> <ol style="list-style-type: none"> 1. Redistricting is required after census and is expensive. 2. Redistricting requires a 10% variance between population lines which in this case is three subdistricts. Remember subdistricts do not always create equal representation of the whole district. 3. Some PHD's are removing the subdistricts due to costs, recruitment, legal liability. Overall redistricting creates more challenges than it is worth and the outcome is the same without the hassle. <p>The Board has two choices:</p> <ol style="list-style-type: none"> 1. Keep three districts and start the redistricting process. Highly recommend this process in completed and recorded with Lewis County by 			
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AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>August of 2022 to not impact the election.</p> <p>2. Remove the three districts and then all positions would be at large. The Board is able to remove the districts by resolution; however, if the Board wanted to recreate the three Districts, it would have to be voter approved.</p> <p>The Board requested more information on this topic from AWPHD and will review again at the March Board Meeting.</p> <p>Matthew encouraged the Board to review their motivation on redistricting and will email the link to the Redistricting webinar for further review.</p>	<p>Add Redistricting to Old Business at the next meeting.</p> <p>Review webinar and information from AWPHD prior to the next meeting.</p>	<p>Executive Assistant Garcia</p> <p>Board of Commissioners</p>	<p>03.30.22 Regular Board Meeting</p> <p>03.30.22 Regular Board Meeting</p>
<ul style="list-style-type: none"> Incident Command Update 	<p>CNO/CQO Williamson noted the omicron variant has peaked, the WA State mask mandate is expiring March 21, 2022 for most indoor facilities except healthcare and elective surgeries are back on track.</p>			
<ul style="list-style-type: none"> NW Momentum Accountable Care Organization (ACO)-Year 2 	<p>Superintendent Everett noted no new updates other than the prior escrow projection may change because they are now reviewing actual files and claims to get a better prediction. Projecting a resolution in March for payment in April.</p>	<p>Add Resolution for NW Momentum Accountable Care Organization-Year 2 to Old Business at the next meeting.</p>	<p>Executive Assistant Garcia</p>	<p>03.30.22 Regular Board Meeting</p>
<p>New Business</p> <ul style="list-style-type: none"> PDC Filing Reminder 	<p>Board Chair Herrin reminded the Board to complete their PDC filing by April 1, 2022.</p>	<p>Complete PDC filing</p>	<p>Board of Commissioners</p>	<p>04.01.22</p>
<p>Superintendent Report</p>	<p>Superintendent Everett presented the final 2021 department specific measures. Of the 46 goals, 19 of them were achieved for the year. Based on the actual performance, \$110,046.21 will be paid to the ten employees that were eligible for the 2021 performance.</p> <p>Superintendent Everett proposed repurposing the \$128,229 that was</p>	<p>Commissioner McMahan made a motion to approve Resolution 22-09 and Commissioner Richardson seconded. The motion passed unanimously.</p>		<p>02.25.22</p>

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>accrued as at-risk compensation to a retention bonus for all eligible employees. This will be the third retention bonus. The amount was already expensed in 2021 and would not result in any additional costs.</p> <p>The Board fully supported approving the resolution given the following reasons:</p> <ol style="list-style-type: none"> 1. Retention and retaining talent are important, 2. Monies were in the 2021 budget, 3. Staff need to feel appreciated and valued, 4. Staff are going above and beyond during trying times, and 5. Keeping morale up. 	Create Resolution 22-09 and send for electronic signature.	Executive Assistant Garcia	
Meeting Summary & Evaluation	<p>Superintendent Everett highlighted the decisions made and action items.</p> <p>Commissioner McMahan shared while he understood that Superintendent Everett needed to leave for the airport, he felt rushed on topics and requested more time at future meetings.</p>			
Adjournment	Secretary Olive moved and Commissioner Coppock seconded to adjourn the meeting at 5:53 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive, Secretary

Date



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
 QUALITY IMPROVEMENT OVERSIGHT MEETING
 March 9, 2022 at 7:00 a.m.
 ZOOM**

Mission Statement
To foster trust and nurture a healthy community.

Vision Statement
To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Commissioner Coppock called the meeting to order via Zoom at 7:00 a.m. Present in Person or via ZOOM <input checked="" type="checkbox"/> : <input checked="" type="checkbox"/> Craig Coppock, Commissioner <input checked="" type="checkbox"/> Laura Richardson, Commissioner <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director <input checked="" type="checkbox"/> Richard Bogges, CFO <input checked="" type="checkbox"/> Julie Allen, Quality Manager <input type="checkbox"/> Erica Pratt, Interim Pharmacist <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input type="checkbox"/> Dr. Mark Hansen, Chief of Staff <input checked="" type="checkbox"/> Dr. Kevin McCurry, CMO <input type="checkbox"/> LeeAnn Evans, Inpatient and ED Services Director <input checked="" type="checkbox"/> Gary Preston, MA PhD CIC FSHEA <input checked="" type="checkbox"/> Shannon Kelly, CHRO <input checked="" type="checkbox"/> Spencer Hargett, Compliance Officer <input checked="" type="checkbox"/> Korri Shimizu, LifeCenter NW <input checked="" type="checkbox"/> Patti Kehoe, LifeCenter NW			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Approval or Amendment of Agenda		Dr. Preston made a motion to approve the agenda and Ancillary Services Director Taylor seconded. The motion passed unanimously.		
Conflicts of Interest	The Committee noted none.			
Guest Speaker	<p>Patti Kehoe presented the following:</p> <ol style="list-style-type: none"> 1. There were no organ referrals made in 2021. There is a possible referral under review from February. 2. In 2021, there was an overall timely tissue referral rate of 76% (45 tissue referrals). For 2022, the Hospital is currently at a 67% tissue referral rate. 3. Identified the triggers for timely referrals and more often than not Arbor Health will transport a critical patient but can still play a role. 			
Committee Reports	<p>CNO/CQO Williamson noted Medical Executive Committee (MEC) met to review privileging and are recommending approval by the Board. Also, recommending board approval for appointing Julie Taylor as the Antimicrobial Stewardship Program Manager.</p> <p>The QIO Committee supported the appointment and will recommend approval at the Board level in Consent Agenda.</p>	The QIO Committee supported requesting the Board's approval of a resolution at the Regular Board Meeting.	Executive Assistant Garcia	03.30.22 Regular Board Meeting
<p>Consent Agenda</p> <ul style="list-style-type: none"> • Approval of Minutes 	<p>Approval of the following:</p> <ol style="list-style-type: none"> 1. January 12, 2022 QAPI Workgroup Meeting 2. February 2, 2022 Quality Improvement Oversight (QIO) Committee Meeting 3. February 9, 2022 QAPI Workgroup Meeting 	CNO/CQO Williamson made a motion to approve the consent agenda and Dr. Gary Preston seconded. The motion passed unanimously.		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
<p>Old Business</p> <ul style="list-style-type: none"> 2021 QAPI QIO Dashboard 	<p>Quality Manager Allen noted 53 measures were tracked and of those 37 are meeting the goal and 8 are below the goal. There 8 measures are in the red that are continually being monitored. Quality Manager Allen shared-we will continue to monitor the measures in red and will report progress in 2022.</p>			
<ul style="list-style-type: none"> 2021 QAPI Department Specific PI Summary Report 	<p>Quality Manager Allen noted 32 measures were tracked and of those 10 are meeting the goal and 16 are below the goal. There are 6 measures in the red that are continually being monitored. Of the 16 below the goal 10 of the measures are PI's carrying over into 2022. Quality Manager Allen noted five in the red are carrying over and one has been escalated.</p>			
<ul style="list-style-type: none"> Regulatory & Accreditation Report 	<p>Quality Manager Allen identified the 2021 CAH Findings where the Hospital received a Non-Conformity (NC). An NC means inconsistent evidence to meet the standard. Quality Manager Allen noted the team has met compliance for several of the findings, meaning we have met the requirements and continue to monitor moving forward.</p>			
<p>New Business</p> <ul style="list-style-type: none"> Lucidoc Document Management 	<p>Quality Manager Allen presented the following for review:</p> <ol style="list-style-type: none"> I. Documents to be Reviewed: <ol style="list-style-type: none"> a. Annual CAH Evaluation <p>The QIO Committee supported approving the document presented and will recommend approval at the Board level in Consent Agenda under Approving Documents Pending Board Ratification.</p>	<p>Ancillary Services Director made a motion to approve the documents presented. CFO Boggess seconded, and the motion passed unanimously.</p> <p>The QIO Committee supported requesting the Board's approval in Consent Agenda under Approving Documents Pending Board Ratification.</p>	<p>Executive Assistant Garcia</p>	<p>03.30.22 Regular Board Meeting</p>
<ul style="list-style-type: none"> COVID-19 Incident 	<p>CNO/CQO Williamson noted a decline in cases in Lewis County. The omicron variant presence has</p>			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Command Update	decreased too. There are a few items under review; opening up the gift shop and café as well as revisiting the visitor policy.			
<ul style="list-style-type: none"> Environment of Care (EOC) Committee 	Quality Manager Allen noted the committee is in transition of leadership, so we are behind on Quarter 1. Plan to be back on track in Quarter 2.			
<ul style="list-style-type: none"> SHIP Grant Monies 	Quality Manager Allen noted the District is receiving the SHIP Grant again this year. The use of these funds from last year was slated for a camera for wound care. We must utilize the money by May 31, 2022. This camera would interface with Cerner, will improve patient care and create general workflow efficiencies. This grant is just one of the benefits of being a part of The Rural Collaborative (TRC).			
Meeting Summary & Evaluation	Quality Manager Allen provided a summary.			
Adjournment	Superintendent Everett moved and Commissioner Richardson seconded to adjourn at 8:00 a.m. The motion passed unanimously.			



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
Finance Committee Meeting
March 16, 2022, at 12:00 p.m.
Via Zoom**

**Mission Statement
To foster trust and nurture a healthy community.**

**Vision Statement
To provide accessible, quality healthcare.**

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Commissioner McMahan called the meeting to order via Zoom at 12:03 p.m. Commissioner(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Wes McMahan, Commissioner <input checked="" type="checkbox"/> Kim Olive, Secretary Committee Member(s) Present in Person or via Zoom: <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Richard Boggess, CFO <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Marc Fisher, Community Member <input checked="" type="checkbox"/> Clint Scogin, Controller <input type="checkbox"/> Sherry Sofich, Revenue Cycle Director <input checked="" type="checkbox"/> Sara Williamson, CNO/CQO <input checked="" type="checkbox"/> Diane Markham, Marketing/Communications Manager <input checked="" type="checkbox"/> Julie Taylor, Ancillary Services Director			
Approval or Amendment of Agenda	CFO Boggess requested to add Bonds and Cerner WA Domain as agenda topics in New Business.	CFO Boggess made a motion to approve the amended agenda and Secretary Olive seconded. The motion passed unanimously.		

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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Conflicts of Interest	Commissioner McMahan asked the Committee to state any conflicts of interest with today’s amended agenda.	None noted.		
Consent Agenda	Commissioner McMahan announced the following in consent agenda up for approval: <ul style="list-style-type: none"> 1. Review of Finance Minutes – February 16, 2022 2. Revenue Cycle Update 3. Board Oversight Activities 4. Financial Statements-February 	CFO Boggess made a motion to approve the consent agenda and Community Member Fisher seconded. The motion passed unanimously.		
Old Business <ul style="list-style-type: none"> • Financial Department Spotlight-Marketing & Communications 	Marketing/Communications Manager Markham provided insight on the planning method used to market the service lines of the District. “Building a brand takes time and funding and is often hard to measure,” said Manager Markham. She reviewed the 4-year department income statement noting that costs have risen as the District has applied more resources to the program activities.			
<ul style="list-style-type: none"> • Medicaid RHS Rate Change 	CFO Boggess noted the new rates that were published end of 2021. Payors are making progress with adjudicating 2021 claims and are paying 2022 claims at the new rate. Continue to expect positive cash flow for the next month on 2021 claims.			
<ul style="list-style-type: none"> • NW Momentum Accountable Care Organization (ACO) 	<p>CFO Boggess noted no new information regarding the estimate escrow fee of \$258,748.</p> <p>The Finance Committee continues to support the escrow payment and will recommend approval at the Board level in Consent Agenda.</p> <p>CFO Boggess reviewed the 2021 dashboard outlining the performance of the program. The group is in a positive position and there will be shared savings, but we do not know the extent yet.</p>	The Finance Committee supported requesting the Board’s approval of a resolution for the escrow fee at the Regular Board Meeting.	Executive Assistant Garcia	03.30.22 Regular Board Meeting
New Business <ul style="list-style-type: none"> • Bonds 	<p>CFO Boggess noted:</p> <ol style="list-style-type: none"> 1. The 2012 UTGO Bond’s final principal payment is December 2022 which means the levy will expire too. 	The Finance Committee supported requesting the Board’s approval of a resolution for a consultant at the	Executive Assistant Garcia	03.30.22 Regular Board Meeting

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	<p>2. The Board agreed at the end of 2021 to take the steps towards replacing the bond. The Board's desire was to maintain the taxing level and replace the Bond. These monies are designated towards long life assets.</p> <p>3. Lewis County has been notified of the Board's interest in moving forward down this path which would include engaging a consultant and there would be associated costs.</p> <p>The Finance Committee continues to support taking the steps to move forward with taking a new bond and accompanying levy to vote and will recommend approval at the Board level to engage a consultant.</p>	Regular Board Meeting.		
<ul style="list-style-type: none"> Cerner WA Domain 	<p>CFO Boggess noted the Hospital today is part of a domain which includes 50 plus hospitals and is difficult to customize the Electronic Health Record (EHR) system. The District has the option to join the Washington Domain, which would be less hospitals to remain flexible and have the option to customize to meet patient care needs.</p> <p>The remaining life of the Cerner contract is nine years ending in November of 2031. The District will request that Cerner spread the costs of transition over the remaining life of the contract, which would break the annual costs to an estimated \$125,000/year.</p> <p>Superintendent Everett noted by moving forward with this domain, the Hospital should experience improved workflows and patient safety, along with efficiencies which leads to staff satisfaction.</p> <p>The Finance Committee supported the Budget Amendment for the Cerner WA Domain monies and will</p>	The Finance Committee supported requesting the Board's approval of a resolution for the budget amendment at the Regular Board Meeting.	Executive Assistant Garcia	03.30.22 Regular Board Meeting

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
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	recommend approval at the Board level.			
<ul style="list-style-type: none"> Right to Use/Leasing Standard and Financial Reporting Requirement 	CFO Boggess discussed the purpose of this standard which is to provide more information to the readers of the financial statements about the assets that organization has access to use and the related obligations for that use. Expect to see a new Asset section and a Liability section with wording about "Lease" or lease obligation.			
<ul style="list-style-type: none"> Financial Packet 	CFO Boggess discussed the different reports available in the finance packet and their purpose. CFO Boggess offered if the Commissioners want a deeper dive to schedule time to review further.			
<ul style="list-style-type: none"> Surplus or Dispose of Certain Property 	CFO Boggess presented the list of assets for surplus.	The Finance Committee supported requesting the Board's approval of a resolution of the Surplus at the Regular Board Meeting.	Executive Assistant Garcia	03.30.22 Regular Board Meeting
Meeting Summary & Evaluation	CFO Boggess highlighted the decisions made and the action items that need to be taken to the entire board for approval.			
Adjournment	Commissioner McMahan adjourned the meeting at 1:04 pm.			



**LEWIS COUNTY HOSPITAL DISTRICT NO. 1
SPECIAL BOARD OF COMMISSIONERS' MEETING**

March 21, 2022 at 3:30 p.m.

ZOOM

<https://myarborhealth.zoom.us/j/85880462608>

Meeting ID: 858 8046 2608

One tap mobile: +12532158782,,85880462608#

Dial: +1 253 215 8782

Mission Statement

To foster trust and nurture a healthy community.

Vision Statement

To provide accessible, quality healthcare.

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
Call to Order Roll Call Reading the Mission & Vision Statements	Secretary Olive called the meeting via Zoom to order at 3:36 p.m. Commissioners present: <input checked="" type="checkbox"/> Tom Herrin, Board Chair <input checked="" type="checkbox"/> Kim Olive, Secretary <input checked="" type="checkbox"/> Laura Richardson <input checked="" type="checkbox"/> Wes McMahan <input checked="" type="checkbox"/> Craig Coppock Others present: <input checked="" type="checkbox"/> Leianne Everett, Superintendent <input checked="" type="checkbox"/> Shana Garcia, Executive Assistant <input checked="" type="checkbox"/> Kurt O'Brien, Kurt O'Brien Consulting, LLC			
Conflicts of Interest	Secretary Olive asked the Board to state any conflicts of interest with today's agenda.	None noted.		
Reading of the Notice of the Special Meeting	Secretary Olive read the special board meeting notice.			
Old Business <ul style="list-style-type: none"> Developing a High Functioning & Effective Board-Part 2 	Kurt O'Brien presented on <i>Building New Habits for Communicating</i> . The Board selected a principle to work on weekly until the next Special Board Meeting on April 18,			

AGENDA	DISCUSSION	ACTION	OWNER	DUE DATE
	<p>2022. Kurt requested the Board to act on these principles and be practicing them to become better at them each week. The selections were as follows:</p> <ol style="list-style-type: none"> 1. Board Chair Herrin-Suspend Judgement 2. Commissioner Richardson-Separate Intent from Impact 3. Commissioner Coppock-Listening 4. Secretary Olive-Suspend Judgement 5. Commissioner McMahan-Listening 6. Superintendent Everett-Attribute Positive Intent <p>Kurt paired the group for weekly 15–30-minute check-ins as follows:</p> <ol style="list-style-type: none"> 1. Group 1-Board Chair Herrin & Commissioner Richardson 2. Group 2-Secretary Olive & Commissioner McMahan 3. Group 3-Commissioner Coppock & Superintendent Everett 	Schedule weekly check-ins.	Board of Commissioners & Superintendent Everett	03.26.22
Adjournment	Secretary Olive moved and Commissioner McMahan seconded to adjourned at 5:03 p.m. The motion passed unanimously.			

Respectfully submitted,

Kim Olive, Secretary

Date

Some Basic Principles of Dialogue

Definition: *“a shared inquiry, a way of thinking and reflecting together.”* It offers the possibility of making meaningful connections with one another.

<i>Establish Mutual Purpose</i>	<i>This is all about finding common ground; it is the starting point for dialogue.</i>
<i>Listening</i>	<i>Listening is at the heart of dialogue. It requires creating a quiet space with yourself, slowing down and temporarily turning off your own thoughts (opinions, ideas, prejudices, impulses) to consider another’s ideas, thoughts, opinions. See “Suspending”, below.</i>
<i>Respecting</i>	<i>“At its core, the act of respect invites us to see others as legitimate” It is especially important when there are deep polarizations and different positions.</i>
<i>Empathy</i>	<i>Strong emotions signal unmet needs. The purpose of empathy is to acknowledge the feeling and understand the unmet need.</i>
<i>Suspend Judgment</i>	<i>Suspending judgment means listening without resistance. It requires remaining open to new information, new perspectives and different points of view. It is not about suppressing or disregarding our own beliefs or perspectives, nor is it about rigidly defending our point of view. When we suspend we ask ourselves, “What can I learn from this?”</i>
<i>Attribute Positive Intent</i>	<i>We assume that people have both their own and other’s best interests at heart. This means asking ourselves what kind of intent we’re attributing to the other person – positive or negative – and recognizing that we have a choice in attributing this intent.</i>
<i>Separate Intent from Impact</i>	<i>Acknowledge that sometimes, even though we may be operating from a place of good intent, our actions can be have a negative, or even hurtful impact on others.</i>
<i>Balance Advocacy & Inquiry</i>	<i><u>Advocacy</u> is speaking what you think, speaking for a point of view. Most conversations are dominated by advocacy. Especially under pressure, we resort to unilateral advocacy of our positions. Advocate with a willingness to be wrong. <u>Inquiry</u> is exploring different ways of seeing something – seeking to discover something new. It involves asking genuine questions to understand. <u>Tip</u>: Advocate in ways that make it safe for others to respond; inquire in ways that make it safe for others to share.</i>

WARRANT & EFT LISTING NO. 2022-02

RECORD OF CLAIMS ALLOWED BY THE
BOARD OF LEWIS COUNTY
COMMISSIONERS

The following vouchers have been audited,
charged to the proper account, and are within the
budget appropriation.

CERTIFICATION

I, the undersigned, do hereby certify, under
penalty of perjury, that the materials have been
furnished, as described herein, and that the claim
is a just, due and unpaid obligation against
LEWIS COUNTY HOSPITAL DISTRICT NO. 1
and that I am authorized to authenticate and
certify said claim.

Signed:

Richard Boggess, CFO

We, the undersigned Lewis County Hospital
District No. 1 Commissioners, do hereby certify
that the merchandise or services hereinafter
specified has been received and that total
Warrants and EFT's are approved for payment
in the amount of

\$3,914,787.84 this 30th day

of March 2022

Board Chair, Tom Herrin

Secretary, Kim Olive

Commissioner, Wes McMahan

Commissioner, Craig Coppock

Commissioner, Laura Richardson

SEE WARRANT & EFT REGISTER in the amount of \$3,914,787.84 dated February 1, 2022 – February
28, 2022.

Routine A/P Runs

Warrant No.	Date	Amount	Description
124443 - 124456	7-Feb-2022	129,119.07	CHECK RUN
124457 - 124515	4-Feb-2022	241,174.57	CHECK RUN
124516 - 124599	11-Feb-2022	257,533.59	CHECK RUN
124600 - 124617	14-Feb-2022	783,230.56	CHECK RUN
124618 - 124619	1-Feb-2022	7,592.63	CHECK RUN
124620	8-Feb-2022	11.26	CHECK RUN
124621	15-Feb-2022	103.11	CHECK RUN
124622 - 124660	18-Feb-2022	26,793.81	CHECK RUN
124661	18-Feb-2022	1,009.82	CHECK RUN
124662 - 124688	22-Feb-2022	358,045.96	CHECK RUN
124689 - 124699	18-Feb-2022	3,004.20	CHECK RUN
124700 - 124701	18-Feb-2022	650.76	CHECK RUN
124702	18-Feb-2022	1,360.48	CHECK RUN
124703 - 124758	18-Feb-2022	107,448.62	CHECK RUN
124759	17-Feb-2022	3,706.31	CHECK RUN
124760	22-Feb-2022	3.09	CHECK RUN
124761 - 124805	25-Feb-2022	107,010.56	CHECK RUN
124806 - 124820	25-Feb-2022	675,744.26	CHECK RUN
124831 - 124832	28-Feb-2022	20,802.54	CHECK RUN
Total - Check Runs		\$ 2,724,345.20	

Error Corrections - in Check Register Order

Warrant No.	DATE VOIDED	Amount	Description
124154	17-Feb-2022	(129.30)	VOID
123213 -123217	11-Feb-2022	(20,365.13)	VOID
121257	17-Feb-2022	(48.45)	VOID
124514	17-Feb-2022	(130.05)	VOID
123423	11-Feb-2022	(193.26)	VOID
TOTAL - VOIDED CHECKS		\$ (20,866.19)	

COLUMBIA BANK CHECKS, EFT'S & VOIDS **\$ 2,703,479.01**

Eft	Date	Amount	Description
PAYROLL	7-Feb-22	440,635.80	PAYROLL
1163	7-Feb-2022	173,418.36	IRS
1164	18-Feb-2022	167,556.55	IRS
1116	16-Feb-2022	631.00	PART B REFUNDS
PAYROLL	18-Feb-2022	429,067.12	PAYROLL
TOTAL EFTS AT SECURITY STATE BANK		\$ 1,211,308.83	

TOTAL CHECKS, EFT'S, & TRANSFERS **\$ 3,914,787.84** of the Board Packet



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPOINTING DNV
ACCREDITATION-ANTIMICROBIAL
STEWARDSHIP PROGRAM MGR

RESOLUTION NO. 22-10

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital District No. 1 as follows:

To appoint Julie Taylor as the Antimicrobial Stewardship Program Manager.
(DNV NIAHO IC.2, SR.1a)

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 30th day of March 2022, the following commissioners being present and voting in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner

To: Pharmacy and Therapeutics, Medical Staff, QIO & Board of Commissioners
From: Dr. Gary Preston, Epidemiologist & Leianne Everett, Superintendent
Date: 2/3/2022
Subject: DNV Accreditation-Antimicrobial Stewardship Program Manager

In preparation for our ongoing DNV accreditation, I am asking you, via a motion of the Pharmacy and Therapeutics Committee, to recommend board approval on the following appointment:

1. Julie Taylor to serve as Arbor Health's Antimicrobial Stewardship Program Manager. This appointment is to fulfill DNV's NIAHO accreditation requirement IC.2,SR.1a (*an individual(s) who is qualified through education, training, experience or certification in infectious diseases and/or antibiotic stewardship, is appointed by the governing body as the leader(s) of the antibiotic stewardship program.*)



To: Board of Commissioners
From: Leianne Everett, Superintendent
Date: 3/23/2022
Subject: Approving the NW Momentum ACO – Year 2 Escrow Funding

In follow-up to our January 26, 2022, board meeting we discussed the Year 2 escrow payment for our participation in the NW Momentum ACO. The purpose of this memo is to approve a resolution for an escrow payment of \$167,514.42. This amount is reduced from the initial payment discussed of \$258,748.

Arbor Health is one of seven hospitals from The Rural Collaborative (TRC) that are entering into a second year of participation. We have seen shared savings from Year 1's collective performance. This shared savings will not result in a cash distribution to Arbor Health until 2023, once the claim's processing window has expired. While it is too soon to predict the distribution amount, it should offset most of the Year 2 escrow funding.

The escrow payment due date has been extended from 3/30/2022 to 4/30/2022; however, to prevent a position of possible delinquency I am requesting approval now for funding.





LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPROVING THE NW
MOMENTUM ACCOUNTABLE CARE
ORGANIZATION (ACO)-YEAR 2
ESCROW FUNDING

RESOLUTION NO. 22-11

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital
District No. 1 as follows:

**To approve the escrow funding for the NW Momentum ACO from operating cash. The escrow
payment is \$167,514.42.**

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in
an open public meeting thereof held in compliance with the requirements of the Open Public
Meetings Act this 30th day of March 2022, the following commissioners being present and voting
in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner



Invoice

#INV473

Physicians of Southwest Washington, LLC
319 7th Avenue SE
Suite 201
Olympia WA 98501
United States

03/23/2022

Bill To
Arbor Health
521 Adams Ave
Morton WA 98356
United States

TOTAL

\$167,514.42

Due Date:

Terms **Due Date** **PO #**

Qty	Item	Rate	Amount
1	Escrow Funding 2022 Direct Contracting Escrow	\$167,514.42	\$167,514.42

Subtotal	\$167,514.42
Total	\$167,514.42
Outstanding Balance	



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION DECLARING TO
SURPLUS OR DISPOSE OF CERTAIN
PROPERTY

RESOLUTION NO. 22-12

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital
District No. 1 as follows:

That the equipment and supplies listed on Exhibit A, attached hereto and by this reference incorporated herein, are hereby determined to be no longer required for hospital purposes. The Administrator is hereby authorized to surplus, dispose and/or trade in of said property upon such terms and conditions as are in the best interest of the District.

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 30th day of March 2022, the following commissioners being present and voting in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner

DISPOSAL/SURPLUS PERSONAL PROPERTY

EXHIBIT A

DATE	DESCRIPTION	DEPARTMENT	PROPERTY #	DISPOSITION	REASON
02/2022	PFT Machine	Respiratory Therapy	001871	DISPOSAL/SURPLUS	No longer useful to department needs.
02/2022	Vizio TV	Maintenance	5537	Disposal/Surplus	Obsolete
02/2022	Oxygen Manifold	Maintenance	1796	Disposal/Surplus	Obsolete

Documents Awaiting Board Ratification 03.30.22

	LCHD No. 1's Policies, Procedures & Plans:	Departments:
1	Non-Clinical Policy Review Committee Charter	Administration
2	F15: Associate Guidelines: Infection Prevention and Control Practices	Dietary Services
3	F1: Hand Hygiene	Dietary Services
4	Employee/Occupational Health Manual	Employee Health & Wellness
5	Provider Signature Requirements	Health Information Management
6	COVID-19 Mandatory Vaccination & Accommodation	Human Resources
7	Electronic User Account Requests	Information Technology
8	Acute Stroke Ready Program	Nursing Department
9	Crash Cart Checks/Exchange Process	Nursing Department
10	Medication: Security of	Nursing Department
11	Antimicrobial Stewardship	Pharmacy
12	Automated Drug Dispensing Device for Medication Administration	Pharmacy
13	Heparin	Pharmacy
14	Medications: Destruction Of Defective, Outdated, And Non-Returnable	Pharmacy
15	Nicardipine (Cardene) Drip Protocol	Pharmacy
16	Patient Home Medication	Pharmacy
17	Pharmacy Access	Pharmacy
18	Blood Glucose Monitoring	Point of Care Testing
19	Annual CAH Evaluation	Quality
20	Patient Grievance or Complaint Management	Quality
21	Physical/Occupational/Speech Therapy Services in Hospital Facility	Rehabilitation Services
22	Baseline PSG Montage	Sleep Center
23	Fitting Patient Interfaces	Sleep Center
24	General Pressure Titration	Sleep Center
25	MSLT/MWT montage	Sleep Center
26	Oxygen Titration	Sleep Center
27	Patient Preparation for Sleep Study	Sleep Center

28	Polysomnography Report Parameters	Sleep Center
29	Risk Assessment/Analysis	Sleep Center
30	Sleep Lab Director	Sleep Center
31	Swallow Evaluations	Speech & Language Pathology

In order to access the above documents you will need to log into Lucidoc. Once you have logged into Lucidoc, on the top toolbar click "My Meetings" and select the upcoming QIO meeting date that's highlighted in green to see the agenda with documents needing to be approved. You are able to view the documents once in the agenda. If the date is highlighted in yellow that means the agenda has not been released yet.

OLD BUSINESS



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION ADOPTING THE
2022 COMPLIANCE WORKPLAN

RESOLUTION NO. 22-13

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital
District No. 1 as follows:

Adopting the 2022 Compliance Workplan.

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in
an open public meeting thereof held in compliance with the requirements of the Open Public
Meetings Act this 30th day of March 2022, the following commissioners being present and voting
in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner



INTRODUCTION

The objective of Lewis County Hospital District No. 1's (LCHD No. 1) Compliance Program (Compliance) is to continuously re-assess risk areas, re-prioritize compliance projects that are most critical to the mission of LCHD No. 1, and report compliance developments and compliance audit findings to the Compliance Committee, the Chief Executive Officer, and the full Board of Commissioners as appropriate.

The 2022 Compliance Workplan briefly describes the various project areas that we perceive as critical to the mission of LCHD No. 1. The Workplan was developed by identifying risk areas, internally and externally, to LCHD No. 1, as well as reviewing the United States Department of Health and Human Services, Office of Inspector General (HHS OIG) Workplan and annual Health Care Fraud and Abuse Control Program Report, Washington State Health Care Authority Division of Program Integrity's (HCA DPI) FY 2021-year end required annual training, and several other external resources. Some of these resources include OIG, State and Centers for Medicare & Medicaid Services (CMS) guidance documents, enforcement settlements and various industry publications. The planning process is ongoing and dynamic; therefore, the focus and timing of many of these projects may be altered in response to new information, new issues, and shifting priorities of LCHD No. 1.

The audits identified in the 2022 Compliance Workplan will be performed in areas that Compliance has reviewed in the past and also will include new audit topics not previously reviewed. The scope of this Work Plan includes LCHD No.1's hospital and clinics. Preliminary interview meetings with certain departments to discuss other possible areas for audit also are included. If necessary, audits will be scheduled later in the year.

Further, the 2022 Compliance Workplan includes a number of non-coding initiatives that will be performed. Some of the initiatives include correctly placing patient to inpatient or observation statuses, writing off revenue due to no ABN, COVID effects on staffing, vendor compliance with vaccine mandate, major IT security breach, ensuring registration staff have appropriate Cerner access for job duties, state/federal vaccine mandates and employee accommodations.

2022 Compliance Workplan and Initiatives Schedule:

Key 2022 Auditing & Monitoring Activities

	Compliance Coding & Documentation Audit Categories	Q1	Q2	Q3	Q4
1	Orders/INPT & OBS stays	X		X	
2	Vaccine for children's program		X		
3	Reduce bundling issue denials				X
4	Medical Records- Release of Information			X	
5	PARA external review -Include review of last MSP audit		X		



Key 2022 Non-Coding/Documentation Compliance Initiatives

		Q1	Q2	Q3	Q4
1	Correctly placing patients to inpatient or observation statuses	X	X		
2	Writing off revenue due to no ABN	X	X	X	X
3	COVID effects on staffing, competencies, burnout, patient care, and outcomes	X	X	X	X
4	Vendor compliance with vaccine mandates	X	X		
5	Major IT security breach	X	X		
6	Ensuring registration staff have appropriate Cerner access for job duties	X			
7	State/Federal vaccine mandates and employee accommodations	X	X	X	X



Attachment A- Compliance Committee Annual Action Schedule

2022 COMPLIANCE COMMITTEE ACTION SCHEDULE

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<ul style="list-style-type: none"> ▪ Physician Signature Attestation Log audit ▪ No Surprise Billing (effective 1/1) ▪ Stark Law Update (effective 1/1) ▪ Annual disclosure to OCR of reportable events 	<ul style="list-style-type: none"> ▪ Annual Commissioner review and signatures for Conflict of Interest and Code of Ethics 	<ul style="list-style-type: none"> ▪ Training: ▪ DNV Plan of Correction Update ▪ Requirement to Contract with Public Option Plans ▪ Compliance Clinical Contract Reviews 	<ul style="list-style-type: none"> ▪ Annual managers review and signatures for Conflicts of Interest ▪ Security Awareness-Phishing ▪ Q1 Audit: INPT/OBS Orders ▪ RA#1: INPT/OBS ▪ RA#2: Write-offs/No ABN ▪ RA#3: COVID Effects ▪ RA#4: Vendor vax ▪ RA#5: IT security ▪ RA#6: Reg. Cerner ▪ RA#7: Vax Mandate ▪ Q1 Workplan Update to Committee & Board 	<ul style="list-style-type: none"> ▪ Training: Clinics ▪ 2022 WA Legislative Session Summary ▪ Charity Care Law Update (HB1616, tentatively effective 7/1) 	<ul style="list-style-type: none"> ▪ Training: Nursing ▪ 2021 SRA Findings Status Update
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> ▪ Q2 Audit: Vaccines for Children Program ▪ Q2 Audit: PARA external review ▪ RA#1: INPT/OBS ▪ RA#2: Write-offs/No ABN ▪ RA#3: COVID Effects ▪ RA#4: Vendor vax ▪ RA#5: IT security ▪ RA#7: Vax Mandate ▪ Q2 Workplan Update to Board 	<ul style="list-style-type: none"> ▪ Training: Business Office 	<ul style="list-style-type: none"> ▪ Annual SRA ▪ Requirement to Contract with Public Option Plans 	<ul style="list-style-type: none"> ▪ Q3 Audit: INPT/OBS Orders ▪ Q3 Audit: Medical Records ROI ▪ RA#2: Write-offs/No ABN ▪ RA#3: COVID Effects ▪ RA#7: Vax Mandate ▪ Q3 Workplan Update to Board ▪ SB 5761- Wage and salary information to applicants (tentatively effect 1/1/2023) 	<ul style="list-style-type: none"> ▪ Notifiable Conditions Law Update (effective 1/1/23) ▪ Hospital Transparency & Reporting (effective 1/1/23) ▪ Corporate Compliance & Ethics Week 	<ul style="list-style-type: none"> ▪ Q4 Audit: Reduce bundling issues denials ▪ PARA annual charge master review ▪ Charity Care/Financial Assistance Review ▪ Annual Risk Assessment & 2023 Workplan

NEW BUSINESS

MEMORANDUM

To: Board of Commissioners
 From: Richard Boggess, CFO
 Date: March 20, 2022
 Re: Bond & Levy Discussion

The District will extinguish the 2012 Bond in December of this year. As a result, the Levy that supports the debt service on the Bond will end too. Administration has started the discussion with various stakeholders regarding establishing a replacement bond that will be serviced by maintaining the current levy amount. This bond is classified as an Unlimited Tax General Obligation (UTGO). UTGO bonds (also called voted debt) must be approved by 60% of the voters, with a voter turnout equal to at least 40% of those who voted in the most recent general election. When the voters are being asked to approve the issuance of these bonds, they are simultaneously asked to approve an excess levy which raises their property taxes to cover the debt service payments. UTGO bonds can be used only for capital purposes. Replacement of equipment is not a permitted use (RCW 84.52.056). The cost of issuance is usually included in the bond amount.

There are two remaining dates in 2022 that the District could file for a levy on.

<u>Election Type</u>	<u>Election Date</u>	<u>Filing Deadline</u>
Primary Election Date	Aug 2, 2022	May 13, 2022
General Election Date	Nov 8, 2022	Aug 2, 2022

Administration has contacted the County Treasure to discuss the process. Treasurer Army Davis referred the District to Pacifica Law Group who can function as Bond Counsel and lead the District through the process. The District has historically sought counsel related to the bonds from Brad Berg at Foster Peppers, now Foster Garvey. Pacifica Law Group is awaiting the Districts decision on engagement. Meanwhile they will provide a list of possible financial consultants to assist the District with analysis about the bond amounts and types of assets that will be listed. As describe above, all proceeds must be used to purchase new assets. This fits well with advancing the District’s Mission in Packwood. A limited conversation with Pacifica indicates that the District could issue the bonds in a series after getting the voters’ approval. This series would match with the Districts uses of the funds. Pacifica also indicated that the District has three years from issuances to utilize the funds.

The purpose of this memo is to request the Board’s approval to engage bond counsel and a financial consultant that can assist the District with planning for the issuance of the bond and levy.



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPROVING TO
ENGAGE BOND COUNSEL & FINANCIAL
CONSULTANT

RESOLUTION NO. 22-14

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital
District No. 1 as follows:

Approving to engage bond counsel and a financial consultant.

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in
an open public meeting thereof held in compliance with the requirements of the Open Public
Meetings Act this 30th day of March 2022, the following commissioners being present and voting
in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner



Specialty Clinic
521 ADAMS AVENUE
360-496-3641

Mossyrock Clinic
745 WILLIAMS STREET
360-983-8990

Randle Clinic
108 KINDLE ROAD
360-497-3333

Morton Hospital
521 ADAMS AVENUE
360-496-5112

Morton Clinic
531 ADAMS AVENUE
360-496-5145

MEMORANDUM

To: Board of Commissioners
From: Richard Boggess, CFO
Date: March 20, 2022
Re: Budget Amendment-Cerner (EHR) Transition to WA Domain

The purpose of this memo is to share the current situation with Cerner’s Electronic Health Record (EHR) and related conditions leading to a discussion about moving to the Washington Domain. In November 2014, Arbor Health (AH) entered into an agreement with Cerner Corporation, whereby Cerner would provide an EHR to AH. Cerner created the EHR on Domain C of Cerner hosted environment in Kansas City. AH shares this domain with no less than 40 different health systems across the United States. Cerner provides all EHR management activities of the domain including user security and data protection activities. In 2019, AH renewed its contract with Cerner for a period of ten years ending in November 2031. From time to time, AH desires to make changes that could improve the workflow process of the organization; however, cannot make these changes because the change would result in a “global change” that would impact the other users of the domain possibly disrupting their workflows. Therefore, AH has not be able to change certain process that could provide for a more user-friendly working environment for staff and physicians. Mason Health (MH) has documented that Domain C has certain design flaws that lead to various inconsistency within the operating structure. This is most noticeable in the reporting process of the domain and in workflows for staff members.

MH in 2019 began planning for a “Washington Domain” where the domain could manage for the best outcome of hospitals specifically in the state of Washington. Their desire is to limit the domain to less than 20 health systems, all with the similar data requirements for state reporting and operational improvement activities. In 2021, MH went live with this domain and has now started inviting other organizations to join them. They have started with organizations in The Rural Collaborative, such as AH and Skyline Hospital. MH has offered access to a population health tool, Healthe-Intent, as an incentive to join the WA Domain. AH has had a preliminary discussion with MH’s CMO and CIO about moving this direction. Our next step is the have Cerner develop a budget to support a transition plan to move AH from Domain C to the WA Domain. As a proxy for estimating the cost, Skyline has taken this step and has costs around \$1,000,000. Cerner is providing flexible terms such as allowing Skyline to spread this investment across the remain term of its contract. Expecting that Cerner would extend the similar terms to AH and pricing is comparable, the following could be negotiated. Expecting that transition started in Q3 of 2022 and professional service fees of \$1,000,000 spread across the remaining term of 113 months, we would expect an increase in our Cerner



Specialty Clinic
521 ADAMS AVENUE
360-496-3641

Mossyrock Clinic
745 WILLIAMS STREET
360-983-8990

Randle Clinic
108 KINDLE ROAD
360-497-3333

Morton Hospital
521 ADAMS AVENUE
360-496-5112

Morton Clinic
531 ADAMS AVENUE
360-496-5145

cost of \$8,850 per month or \$106,200 per year. The purpose of this memo is to request the Board's approval for a budget amendment of \$53,100 for the 2022 calendar year covering the last 6 months of the year.



LEWIS COUNTY HOSPITAL DISTRICT NO. 1
MORTON, WASHINGTON

RESOLUTION APPROVING THE
BUDGET AMENDMENT-CERNER (EHR)
TRANSITION TO WA DOMAIN

RESOLUTION NO. 22-15

WHEREAS, the Lewis County Hospital District No. 1 owns and operates Arbor Health, a 25-bed Critical Access Hospital located in Morton, Washington, and;

WHEREAS, the Lewis County Hospital District No. 1 feel that this is worthy,

NOW, THEREFORE, BE IT RESOLVED by the Commissioners of Lewis County Hospital
District No. 1 as follows:

**Approving the budget amendment to transition the current Electronic Health Record (EHR) to
Cerner's Washington Domain which is not included in the
District 2022 Budget by RES 21-39 on November 29, 2021.**

ADOPTED and APPROVED by the Commissioners of Lewis County Hospital District No. 1 in an open public meeting thereof held in compliance with the requirements of the Open Public Meetings Act this 30th day of March 2022, the following commissioners being present and voting in favor of this resolution.

Tom Herrin, Board Chair

Kim Olive, Secretary

Wes McMahan, Commissioner

Craig Coppock, Commissioner

Laura Richardson, Commissioner

Lewis County Hospital District No. 1 (d/b/a Arbor Health) **2022 Budget Amendment Request Form**

When requesting a Budget Amendment, this form MUST be completed and filed with the CFO Office to be placed on the next agenda of the Board of Commissioners. If request is for outside consultant, please complete ATTACHMENT A with this request.

RECOMMENDATION:

Increase the Cerner department budget by \$53,100. This amount is spread evenly across the last 6 months of the year 2022.

JUSTIFICATION:

This is the 2022 estimated cost to begin the transition to the Washington domain hosted by Cerner and managed by Mason Health. See the Board Memo regarding the transition cost.

BUDGET CONSIDERATION:

There is no budget offset. The new cost is within the definition of Medicare and Medicaid allowable cost and will be included in the cost report both this year and future years. The amount will be placed in the Purchase Services – Contracted Services Account.

Richard Boggess
Chief Financial Officer

2/11/2022
Date

For Accounting Use:

On this day of March 30, 2022 the following budget request has been approved thus amending the District 2022 Budget by Board of Commissioners.

BUDGET AMENDMENT No: Budget Amendment #2, \$53,1000 and Cerner Department Operating Budget.

Lewis County Hospital District #1
Income Statement
CY 2022 Budget as Amended

	CY 2022 As approved Dec 2021	BUDGET AMENDMENT #1 ED Physician Compensation Change	BUDGET AMENDMENT#2 Cerner EMR Transition to WA Domain	CY 2022 Budget As Amended
	Approved	Approved	Proposed	
Inpatient Revenue	9,210,076			9,210,076
Outpatient Revenues	37,250,067			37,250,067
Clinic Revenues	6,367,089			6,367,089
Total Gross Patient Revenues	52,827,232			52,827,232
Contractual Allowanc	16,667,773			16,667,773
Bad Debt	657,415			657,415
Indigent Care	23,822			23,822
Other Adjustments	0			-
Total Deductions From Reven	17,349,010			17,349,010
Net Patient Revenues	35,478,222			35,478,222
NPSR %	67%			67%
Other Operating Revenue	982,805			982,805
Total Operating Revenue	36,461,027			36,461,027
Operating Expenses				
Salaries & Compensa	21,491,914	277,000		21,768,914
Benefits	5,185,314	46,000		5,231,314
Professional Fees	1,496,047	302,000		1,798,047
Supplies	2,413,129			2,413,129
Purchases Services	4,687,248		53,100	4,740,348
Utilities	546,621			546,621
Insurance Expense	267,252			267,252
Depreciation and Am	1,276,519			1,276,519
Interest Expense	422,436			422,436
Other Expense	696,525			696,525
Total Operating Expenses	38,483,006	625,000		39,108,006
Income (Loss) From Operatio	(2,021,979)	(625,000)		(2,646,979)
Non-Operating Revenue/Expe	1,650,795			1,650,795
Net Gain (Loss)	(371,184)	(625,000)		(996,184)
Net Income Margin %	-1.0%			-2.7%
Purpose:		To increase the Emergency Room physician rates to current market - 43% increase on current amounts	To begin to transition to WA Cerner Domain	

SUPERINTENDENT REPORT



SUPERINTENDENT'S REPORT March 2022

Mission: To foster trust and nurture a healthy community

Vision: To provide accessible, quality healthcare

	Opportunity	CY 2022 Progress	Status	Associated Documentation
Strategic	Plant Planning	Proposing the cancellation of the 04/06/2022 meeting.	Complete	03232022 Plant Planning Meeting Memo
Education	In-Person & Virtual	WSHA Leadership Summit May 15-17, 2022	Complete	03232022 Board Education Opportunity Memo
Strategic	Veterans	Advocacy work for veterans seeking care within our district	on-going	03232022 Veterans Living In Our District Memo
Regulatory	2022 Legislative Update	Providing an update on the 2022 legislation session	Complete	03232022 2022 Legislation Update
Education	5/16/2022 Board Training & Education	Verbal discussion about rescheduling or foregoing the 5/16/2022 training via special board meeting due to WSHA Leadership Summit	Complete	None

To: Board of Commissioners
From: Leianne Everett, Superintendent
Date: 03.23.2022
Subject: Plant Planning Committee

I am proposing we cancel the April 6, 2022, Plant Planning Committee meeting for the following reasons:

1. This committee is required to meet a minimum of once per year. The April 6th meeting was scheduled to provide some structure; however, the frequency of meetings tends to be ad hoc when major projects are not underway.
2. Due to turnover in our Facilities Director position, our new Facilities Director Matthew Lindstrom will not start until March 28, 2022. The April 6th date is too soon for Facilities Director Lindstrom to be able to present an informed opinion.

Unless something occurs that necessitates an ad hoc meeting, I propose that we provide Facilities Director Lindstrom with a minimum of 90 days to settle into his position. This means that the earliest non-urgent meeting would be in July 2022.



To: Board of Commissioners
From: Lianne Everett, Superintendent
Date: 03.23.2022
Subject: Board Education Opportunity

WSHA is hosting their 2022 Leadership Summit on May 15-17, 2022, in Walla Walla, WA. This event offers both in-person, as well as virtual options. Please see the Schedule of Events below.

Please come to the March 30, 2022, Board meeting prepared to respond to your preference of in-person attendance, virtual attendance, or not attending this event.

WSHA Leadership Summit

May 15 @ 5:00 pm - May 17 @ 1:00 pm



(http://www.wsha.org/wp-content/uploads/WSHA_LeadershipSummit_WebBanner.png)

2022 WSHA Leadership Summit – In Person *or* Virtual

- The Marcus Whitman Hotel | Walla Walla, WA
- Audience: CEO, CMO, CNO, CQO, Safety & Quality Leaders, Trustees & Commissioners
- Participants can earn up to four credit hours towards their WSHA & ACPHD Health Care Governance certification or recertification.
- Session Topics: Executive Leadership Skills for Resilient Organizations, Health Equity in Washington State, The Board's Role in Leading a Culture of Safety, Workforce Wellbeing

Schedule of Events

SUNDAY, MAY 15

5:00-7:00 pm – Welcome Reception [In Person Only]

MONDAY, MAY 16

9:00 am – A State of the Union from WSHA CEO – Cassie Sauer

10:00 am – The Board's Role in Leading a Culture of Safety – Gary Yates, MD

12:00 pm – Networking Lunch

1:00 pm – Executive Leadership Skills for Resilient Organizations – Tejal Gandhi, MD, MPH

4:00 pm – Adjourn

6:00 pm – Winery Dinner, Yellowhawk Resort [In Person Only]

TUESDAY, MAY 17

9:00 am – Health Equity in Washington State – Edwin Lindo

11:00 am – Lunch

12:00 pm – Workforce Wellbeing – Nicole Lipkin

1:00 pm – Adjourn

To: Board of Commissioners
From: Leianne Everett, Superintendent
Date: 03.23.2022
Subject: Veterans Living in our District

On March 10, 2022, I attended a virtual meeting with legislators and local representatives to hear the concerns from veterans about the lack of access to care after the closing of the Centralia/Chehalis VA Clinic. Attendees included staff from Senators Murray & Cantwell's offices, County Commissioners Fund and Grose, and local veterans.

Commissioner Grose saw an opportunity for Arbor Health to hear concerns and provide feedback; therefore, invited me to join. This was an opportunity that I was grateful to have been a participant.

I shared that Arbor Health was willing and had capacity to provide care to veterans that reside in our district. I encouraged legislators to advocate for VA reform. The current VA process is burdensome to veterans, as well as to non-VA healthcare providers. Typically, VA provides a limited scope of approval for services to be provided outside of the VA system. This limited scope frequently results in non-VA providers expending significant time working through the VA system for additional approval for care that is within the scope of primary care. I further advocated that healthcare's staffing crisis will certainly make VA's administrative burdens unsustainable for non-VA providers.

Additionally, I learned that VA has promised veterans in East Lewis County that a mobile clinic will be provided. To date, the mobile clinic has not materialized.

This information is being provide so that you are aware of the conversations in which Arbor Health is participating. The March 5, 2022, edition of *The Chronicle* covered this topic on their front page. You may have community members asking questions about veterans getting care at one of our facilities.



To: Board of Commissioners
From: Lianne Everett, Superintendent
Date: 03.23.2022
Subject: 2022 Legislative Update

Our 2022 sixty-day legislative session has ended. Below is a *partial* list of bills. Many of those that did not pass are expected to return with support in 2023.

- DID NOT PASS:
 - **HB 1868—Hospital Staffing Bill**—required strict nurse/CAN ratios. This bill also limited scheduled on-call. Uninterrupted meals/rest breaks would not have exceptions due to clinical circumstances.
 - **HB 174—Provider Contracting**—this would have restricted hospital contracting, giving payers more leverage in negotiations.
 - **HB 2083—Consent to Long-term Care Placement**—proposed to clarify state law, allowing surrogate decision makers to consent to long-term care placement.
- DID PASS:
 - **HB 1616—Charity Care**—expanded charity care eligibility. Applies to care provided after 7/1/2022. Arbor Health will provide free care to applicants with income up to 200% of federal poverty guidelines (FPG). A 75% discount will be provided for those within 201-205% of FPG. A 50% discount will be available to those within 251-300% of FPG.
 - **SB 5736—Behavioral Services for Minors**—starting 1/1/2024, provides Medicaid coverage for partial hospitalization and intensive outpatient treatment for children’s behavioral health.
 - **HB 1821—Audio-only Telemedicine**—allows for reimbursement for audio-only care for established patients through 2024.
 - **HB 1761**—allows nurses to provide opioid reversal medication.
 - **HB 1779**—requires hospitals to have smoke evacuation equipment for planned surgical procedures by 2024-2025.

Funding was allocated to the following areas:

- Healthcare workforce education & pipeline (\$50 million).
 - Adds 220 nursing slots in 2023 and 270 thereafter.
 - RN-to-BSN & MSN programs at WWU.



- Grants for simulation labs.
- Graduate nursing student loan repayment for nurse educators.
- 10 DOH FTEs to expedite nurse license processing (7 days or less)
- Difficult to Discharge (\$549 million)
 - Incentive payments to long-term care facilities for accepting patients discharging from hospitals.
 - Short-term & long-term funding for guardianship slots for low-income patients.
 - Incentive payments for LTC beds for patients with complex health needs.
 - Overall Medicaid rate increase for LTC.
- Behavioral Health (\$261 million)
 - Partial hospitalization/intensive outpatient treatment pilot expansion.
 - Strategic plan for children and youth.
 - 7% increase in community behavioral health Medicaid payment rates.
- Washington Medical Coordinating Center (\$1.3 million).